



Trustees of The Mary E. Bartlett Memorial Library

22 Dalton Road Brentwood, New Hampshire 03833-6000 (603)

642-3355

Tracy Waldron, Chair James Clark, Treasurer Lynn Austin, Secretary Liz McConnell
Tom Walker

Approved
DRAFT Meeting Minutes
Monday, March 1, 2021

Trustees attending: Tracy Waldron, Jim Clark, Lynn Austin, Liz McConnell, Tom Walker

From the Library: Janice Weirs - Library Director, Heather Lindsay - Youth & Assistant Director

From the Public: Susan Lunn, Kristen Goodrich, Melissa Bertoulin, Michelle Siudut

NOTE: The meeting was held remote via Zoom. The public was also invited to attend the meeting via Zoom.

Tracy called the meeting to order at 6:02 pm.

APPROVAL OF MINUTES:

On a motion by Lynn, seconded by Tom, and approved by all, the minutes of February 01, 2021 were approved.

DIRECTOR'S REPORT:

The library had 204 in-person visits (an average of 9.7 people per day we were open) and 155 patrons requested curbside this month (an average of 7.4 curbside visits per day we were open). An average of 78.5 items circulated per day when the library is open. The library will continue with 1 family unit at a time through February and look forward to changes in covid restrictions expected in March.

Update on leaking foundation – as requested by one of the contractors, the shelves along the wall and a section of sheetrock have been removed to better identify the source of the leak. 2 quotes for completion of work – Concrete Coatings and Jackson & Company - have been received and were reviewed. Concrete Coatings is currently working at the Library, re pointing and re jointing the chimney.

Upon a motion by Tracy, Seconded by Lynn the board asked for another check of reviews for this new scope of work by Concrete Coatings, and barring anything negative, voted to approved the repair contract with Concrete Coatings.

Date Night Box take home kit, co-sponsored by the Friends group had huge reach and reaction on social media – generating reach to 1.3K people, 112 post clicks, 44 reactions, 15 comments and 5 shares. Overall, a very successful event!

Another success was the Tank Talk given by our Trustee, Tom Walker. As we bring more people in to the Library in the coming months, we're sure the fish tank will continue to have visitors who will now be more informed about our fish and their habitat.

Heather and Janice continue to attend the Selectboard meetings weekly. Their presence has allowed members and audience to be informed of Library happenings, and speak to any question or concerns issued from the Selectboard or community.

Janice continues with classes on Cataloging for Non-Catalogers and is gaining knowledge useful for getting a broader sense of catalog needs at MEB.

Heather and Janice have met via Zoom with Katie Gallo, the curriculum coordinator at Swasey. Ms. Gallo is working on community collaborations, and will now have direct contact with the Library for future projects.

Moderator Dick Chamberlain conducted a Candidate's Night in February for the March election. The event was a success with over 120 people attending either by Zoom or in person, connected to Zoom at the town office.

The Trustees have directed Janice to review expired Library cards and come up with a plan to track those patrons for the purposes of renewing their cards or determining why they have let their cards expire.

ASSISTANT DIRECTOR/YOUTH SERVICES LIBRARIAN REPORT:

Heather connected with each Swasey classroom via Zoom for a successful Virtual Field Trip. Swasey teachers are also receiving classroom books from the Library.

Brentwood Rec. will be receiving books for their virtual learning program.

Craft Kits still remain popular and create great interactions with families. The Friends are now sponsoring these events.

A Library Bag has also been sponsored by the Friends. The bags are offered specifically to teenager's.

Pop up Read Around the World Day occurred with a Scholastic donation of a signed book to be 'raffled'.

The Zoom Book Club has been called off for the foreseeable future because of low turnout.

The planning for Summer Reading Program is beginning.

The Autism and Art Class is underway and found to be a great resource for information and assistance with program planning and design of youth spaces.

Heather will be giving a presentation on Social Media: Risks and Rewards at the NHLTA conference in May 2021

TREASURER'S REPORT:

The February check register was distributed via email prior to the zoom meeting. All trustees agreed virtually to signing on for accepting the register.

On a motion by Lynn, seconded by Jim, and approved by all, the January Treasurer's Report was accepted.

OLD BUSINESS:

Covid response – Janice will be reviewing and planning for changes to library access. The plan will be to go back to allowing 6 patrons, or 1 family unit, at a time with no appointment necessary. The Library staff will be advised of these changes at their March 15 staff meeting and offer suggestions for smooth transitioning. The Trustees expect this 'opening' to occur before the end of March.

NEW BUSINESS:

3 Alternate Trustee candidates and 1 Library Trustee candidate (for the upcoming election) were present via Zoom. Each candidate, Susan Lunn, Kristen Goodrich and Melissa Bertoulin spoke to their willingness to volunteer as alternates, described the work they have done in the community and their willingness to promote the good and valuable services the Library contributes to our community. Melody Santos, another Trustee candidate was not present, but submitted a written statement asking for consideration and showing her interest. Michelle Siudut was present as a candidate for Library Trustee in the upcoming March election.

At 7:12 on a motion by Lynn, seconded by Tracy, approved by all, the meeting was adjourned.

Next meeting: Monday, April 05, 2021 at 6:00 PM. It is expected the meeting will be held in person, safely distanced and requiring masks. Public will be invited to attend via Zoom

Respectfully submitted, Liz McConnell