**The Mary E. Bartlett Library**

**22 Dalton Road                        Brentwood, New Hampshire 03833-6000           (603) 642-3355**

**Tracy Waldron, Chair   Donald Petterson  Marc Wilson Jim Clark Liz McConnell**

**Alternate Trustees: Lynn Austin Brian Duffy Doug Mansfield**

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**Meeting Minutes**

**Monday, April 15th, 2019**

Trustees attending: Tracy Waldron, Jim Clark, Marc Wilson, Liz McConnell, Don Petterson

From the Library:    Janice Wiers

Alternate Trustees: Brian Duffy, Doug Mansfield

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

A motion was made, seconded and approved to accept the meeting minutes from March 18th.

Janice delivered the Director’s report which this month is combined with the Treasures’ report. (See attached.)

* Janice mentioned the library is working with several other town agencies to create a town-wide Google calendar as an internal tool for event planning to facilitate better coordination and avoid event conflicts.
* The cookbook book club is going well.
* Eversource repaired the street lamp and the electrician reset the timers for the building outdoor lighting.
* Programming for youth book clubs has been revamped to focus more or STEAM and attendance has increased.
* Janice completed her certificate in Supercharged Storytelling.
* Plans for adding a desk for the Children’s Librarian/ 3rd circulation station are being discussed. Funding would come from impact fees.
* The NHLTA membership renewal is due and the annual conference is coming up.
* The outdoor Trading Library needs rebuilding. It may make a good Eagle Scout project.
* Janice distributed the budget run for the month and the check register for the Trustees signatures.

Tracy mentioned that the Selectboard approved the appointment of Doug, Brian, and Lynn as Alternate Trustees.

Doug and Brian discussed their research into legal aspects of regarding the Confidentiality of Library Records Policy that was tabled from last month’s meeting. The question concerned the appropriate age for the age at which teens are entitled to confidentiality was discussed. There was some uncertainty whether the age is 13 or 14. The correct age is under 13.

Doug and Brian discussed the legal aspects of the Art Display policy and application. Revisions to the policy recommend by Doug were discussed. Doug streamlined the legal wording of the application to simply it but still cover the libraries legal interests. Doug distributed the revised policy language to be reviewed by the Trustees at the next meeting.

Janice distributed a draft of a 3D Printing policy for review and discussion at the next meeting.

Janice mentioned that she is discussing with the Historical Society which materials currently housed at the library that are related to the history of the town should be transferred to the Historical Society. This is relevant to our Donations Policy. The Trustees discussed whether the policy needs to be revised.

A motion to adjourn was made, seconded and approved. The meeting adjourned at 7:15 pm.

**The next scheduled Trustee meeting will be May 20th, 2019 at 6 pm.**