



## Trustees of The Mary E. Bartlett Memorial Library



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Liz McConnell, Chair Melody Santos, Treasurer Tom Walker, Secretary Erin Staffiere Melissa Bertoulin

### Meeting Minutes

Monday, January 03, 2023

Trustees attending: Liz McConnell, Tom Walker, Melissa Bertoulin

From the Library: Janice Wiers - Library Director

Others: Alternate trustees: Susan Lunn, Kristen Goodrich

From the public: Chris Carmody from Friends' of MEB, Ralph Murphy, Skip Belanger, Laura Galvin, Jeff Hyland, Rebecca Dunham

Liz McConnell called the meeting to order at 6:01 PM.

#### **APPROVAL OF MINUTES:**

On a motion from Liz, with a second by Melissa the 12/12/2022 meeting minutes were unanimously accepted. Liz - aye, Melissa - aye, Tom - aye, Kristen - aye, Susan - aye.

On a motion from Susan, with a second by Melissa the 12/12/2022 Non-public meeting minutes were unanimously accepted. Liz - aye, Melissa - aye, Tom - aye, Kristen - aye, Susan - aye.

#### **DIRECTOR'S REPORT:**

Janice submitted her Director's Report to the trustees in advance of the meeting as usual for review. Also included were the Assistant Director's Report, Check Register, Profit and Loss Statement, Salaries Report. Website traffic, and social media followers continue to grow. There were 1072 in-person visits this month and 5 patrons requesting curbside pick up. Circulation statistics surpassed pre-Covid numbers again this month. There were 13 new library card holders added, 11 adults and 2 children. 93 books and 42 other media were added to the collection this month. Janice has taken a program suggestion from a patron and will be starting a "Living Room Conversations at the Library" program. It will be held monthly with the next month's topic will be decided on at the prior meeting. The first session will be held January 9, 2023 at 11:00 AM. The Friend's group sponsored a visit with Santa at the library. It was very popular with over 200 participants. Santa handed out free books that were purchased with a grant from A Place To Grow. The Friend's annual craft fair was a big success, sales totals are not in yet. The library suffered a power outage from the wind storm before Christmas. The fish tank was picked up by Tom Walker for its safety. It will be returned after it has recovered from the stress of the power outage and the move. Thankfully the library had no frozen pipes, though there was an issue with the pump up system in the basement.

## **ASSISTANT DIRECTOR/ YOUTH SERVICES LIBRARIAN REPORT:**

Kiki could not attend the meeting, Janice gave the Assistant Directors report in her place. The Storytime session concluded with a total of 71 participants. The holiday craft pine tree lantern kits. Instead of the Drop-in Afterschool program, the yearly Holiday PJ Storytime by the Fire was held on December 21, 2023 at 4:00 PM. Mrs. Bradley's class will visit the library on December 9, 2023 to hear about Brentwood schools throughout history. The library and the Historical Society will talk with the children about the one-room schoolhouse that later became the children's room at the library. The popular Cooking with Misa program will be returning in January.

## **TREASURER'S REPORT:**

The Budget Committee voted 4-3 in favor of the 2023 library budget. At a subsequent BudCom meeting discussing the police department's budget they voted to reopen the library budget. That meeting will be January 5, 2023. They requested a new set of numbers comparing library staff pay from the towns of Greenland, Kingston, Raymond, Sandown, Danville, and Fremont. The original numbers were based on seacoast towns that had a similar population and library circulation, rather than geography. A huge thank you to Laura Galvin and to library staff for tracking down and compiling the new numbers.

Susan made a motion, seconded by Tom, to accept the revised budget numbers to present to the Budget Committee. The motion was unanimously accepted. Liz - aye; Tom - aye; Melissa - aye; Kristen - aye; Susan - aye.

## **PUBLIC COMMENT:**

Skip Belanger of the Brentwood Historical Society and Ralph Murphy of the Kingston Heritage Commission gave a presentation on some library history. They spoke of a sizable donation to the library by lifelong town resident George Beyea in his will. The generous donation helped fund an expansion of the library in the 1980's. There is a small brass plaque thanking Mr. Beyea in the section of the library that his donation helped to build. Mr. Murphy expressed an interest in a larger and more prominent thank you to Mr. Beyea for his support of the library. He volunteered to design and pay for a framed memorial to Mr. Beyea. He also volunteered to design and pay for a framed picture and write up of the one-room school house that is now the children's room of the library.

On a motion from Melissa, with a second by Susan, the trustees approve of the larger memorial to George Beyea and the framed photo and description of the school house. Trustees authorize Janice to make editorial decisions about both projects, as well as deciding the location that each will be displayed inside the library. The motion was unanimously accepted. Liz - aye, Melissa - aye, Kristen - aye, Tom - aye, Susan - aye.

## **OLD BUSINESS:**

**Covid Response:** No Change.

## **NEW BUSINESS:**

### **Amphitheater:**

Jeff Hyland of Ironwood Design Group gave a presentation on the results from the survey that town residents filled out regarding the Amphitheater project. There were 131 respondents. The age distribution appears very representative of the town as a whole. 22 respondents had never visited the library, while 63% reported using the library weekly or monthly. 60% of respondents enjoy outdoor events held at the library. Popular suggestions for amphitheater amenities were

benches/seating, litter receptacles, lighting, a shade sail, and a performance stage. Negative comments mentioned fiscal concerns and suggested that activities formerly held at the amphitheater could be held at the Rec Center. Mr. Hyland will put together a conceptual design based on the survey results. He will present the refined conceptual design to the town on Tuesday January 17, 2023 at 6:00 PM at the library. The public is encouraged to attend. The alternate date in case of inclement weather will be January 18, 2023 at 6:00 PM.

**Staff performance evaluations:** At 8:27 PM, Liz made a motion, seconded by Kristen, to go into a nonpublic session under NH RSA 91-A:3 II.(c) "matters affecting reputation". A roll call vote was taken: Susan - aye; Kristen - aye; Melissa - aye; Liz - aye; Tom - aye. The motion passed by unanimous vote.

The public meeting resumed at 9:09 PM.

At 9:09 PM, Liz made a motion, seconded by Susan, to seal the nonpublic session minutes. A roll call vote was taken: Susan - aye; Kristen - aye; Melissa - aye; Liz - aye; Tom - aye. The motion passed by unanimous vote.

Liz adjourned the meeting at 9:10 PM.

**Next meeting:** Monday, February 13, 2023 at 6:00 PM.

Respectfully submitted, Tom Walker - Board Secretary