



**Trustees of The Mary E. Bartlett Memorial Library**



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

Liz McConnell, Chair Melody Santos, Treasurer Tom Walker, Secretary Melissa Bertoulin Megan Schneider

**Meeting Minutes**

**Monday, February 12, 2024**

Trustees attending: Liz McConnell, Tom Walker, Melody Santos(virtual), Melissa Bertoulin(5:59 PM), Megan Schneider

From the Library: Janice Wiers - Library Director, Kiki Donis-Wahl - Assistant Director/ Youth Librarian

Others:

Alternate Trustees: Susan Lunn, Kristen Goodrich, Leeann Kane

Public: None

Liz McConnell called the meeting to order at 5:00 PM.

**APPROVAL OF MINUTES:**

On a motion from Melody, with a second by Megan the 1/08/2024 meeting minutes were unanimously accepted with. Liz - aye, Tom - aye, Melody - aye, Megan - aye, Susan - aye.

Note this meeting was held an hour earlier than normal to allow for attendance of the Budget Committee meeting at the Rec Center.

**CORRESPONDENCE:** None

**PUBLIC COMMENT:** None

**DIRECTORS REPORT:**

Janice submitted her Director's Report to the trustees in advance of the meeting as usual for review. Also included were the Youth Librarian's Report, Check Register, Profit and Loss Statement, and Expense Report. Website traffic, and social media followers continue to grow. Facebook followers increased by 7%, Instagram followers by 17%. There were 976 in-person visits this month. There were 752 visits to the library website with 1316 page views. There were 18 new library card holders added, 16 adults and two children. 98 books and 45 other media were added to the collection this month. Udemy Business has had 56 enrolled and 90 courses taken so far. This month a non-resident card was purchased by a Massachusetts resident specifically to access Udemy. We were the closest library that offered it. Digital borrowing remains popular with 478 Libby and 282 Hoopla borrows. Together they

account for over 26% of circulation. The Vertical Response open rate was 58%, the highest ever. The Town Meeting vs SB2 information night was well attended and had some great discussions between those for and opposed. Those attending the Saturday Morning Cartoons Program had a great time reminiscing. Parking concerns caused by the amphitheater project will likely mean that Candidates night will be held at the Rec Center. Janice attended many meetings this month, including a meeting with Karen Clement and Jennifer Jones regarding amphitheater processes. She also met with a Historical Society member for tips on applying for historical status on the NH Registry. She met with Director Andy from the Rec Center to discuss possible uses for the underutilized ball field behind the library and about a collaborative Rec and Library program for town seniors. Katie Coppola's last day was January 27th. A going away party was held at the library. Thank you Katie for all your hard work and creativity! Katie's position will be filled by Tanya Violette who started on January 10th. Janice finished and submitted the 2023 budget and the library section for the Annual Report. She is working on our annual audit and 2023 statistics for the State Library. Two Swasey students created a hot cocoa fundraiser to help with the amphitheater, a Friends of MEB Library mug was added and so far they have raised almost \$300. Janice commissioned a line drawing of the library for \$100, the old line drawing was done years ago before the second addition was added.

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

Kiki submitted her report in writing prior to the meeting. The new storytime has started and has three fully enrolled sessions. Two all ages sessions and one for toddlers only. The Lego Club was well attended with 9 participants again this month. Little Kid's Yoga with Rachel Brown was canceled due to illness. 5 craft kits were built; the theme coincided with National Bird-Feeding Month.

#### **OLD BUSINESS:**

**Amphitheater:** Progress continues and you can start to imagine how it will look. There have been approximately \$10,000 in change orders required once the ground was opened up and issues became apparent. The town has suggested that these funds should come from cuts to already budgeted items to keep the final cost constant. Trustees discussed and would like to fundraise to avoid these cuts. Doug Mansfield, a former library trustee and municipal lawyer, has said that trustees have the ability to expend funds as they see fit under NH RSA statutes.

**Budget:** Janice finished and submitted the 2023 budget and the library section for the town Annual Report

#### **NEW BUSINESS:**

Alternate trustees need to reapply yearly. All three current trustees are thinking about it. Blue Collar Workforce LLC has started construction on the rear stairs and are nearing completion. They will start the front deck in the spring.

Liz adjourned the meeting at 6:14 PM.

**Next meeting:** Monday, March 11, 2024 at 6:00 PM.

Respectfully submitted, Tom Walker - Board Secretary