



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, February 13, 2023

Trustees attending: Liz McConnell, Tom Walker, Melissa Bertoulin, Melody Santos, Erin Staffiere

From the Library: Janice Wiers - Library Director, Kiki Donis-Wahl

Others: Alternate trustees: Susan Lunn, Kristen Goodrich

From the public: Tracy Decoteux from Friends of MEB, Liz Faria, Caleb Labbe

Liz McConnell called the meeting to order at 6:05 PM.

APPROVAL OF MINUTES:

On a motion from Kristen, with a second by Tom the 1/03/2023 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 most social media followers continue to grow. Facebook followers decreased by 4 this month. There were 918 in-person visits this month and 4 patrons requesting curbside pick up. Patron visits increased by 42% over last year's total. There were 11 new library card holders added, 8 adults and 3 children. 94 books and 67 other media were added to the collection this month. Janice submitted the library annual report to Karen Clement. She is working on the yearly report for the State Library. Jeff Hyland from Ironwood Design Group Presented the conceptual plans for the amphitheater project. Representatives from the public, Trustees, and library staff made comments for additional tweaks. A warrant article was drafted for \$200,000. The overall cost for the project will be further offset by approximately \$100,000-125,000 in ARPA funds, \$50,000 from Impact fees, and \$2,500 from the Friends group. The Friends group also plans to fundraise for add-on items like tables and chairs. Enlarged concept pictures were on display and will be brought to the town meeting. A library patron who is a professional grant writer has volunteered to research and write grants for the amphitheater project. A promising potential one is from Kennebunk Savings Bank which specifically mentions libraries and creating community spaces. They typically give between \$10,000 and \$25,000 grants. The head of the Courageous Community Conversations program wants to do a presentation to the NH Library Trustees Association. She has asked Janice to present her experiences as well.

ASSISTANT DIRECTOR/ YOUTH SERVICES LIBRARIAN REPORT:

The new Storytime session started on January 17th and is fully enrolled with a total of 107 participants. 14 Snowy Owl craft kits were sent out. The afterschool program read books on snow days and playing in the snow. 10 participants made igloos from marshmallows and toothpicks for the STEM challenge. The popular Cooking with Misa program was held on January 26th. 22 participants made chocolate sesame balls. Kiki started a drop-in baby playtime program on Thursdays from 9:30-11:00. The LEGO club will have its first monthly meeting on January 22 from after school until 5:00 PM. February is Read Across America month, Janice and Kiki will read to several classes at Swasey School. Kiki has a lot of activities planned for the February school vacation. She is already working on the Summer Reading Program. The theme this year is "All Together Now".

TREASURER'S REPORT:

The library budget was passed 6-1 by the Budget Committee and unanimously by the Select Board.

PUBLIC COMMENT:

Liz Faria asked about when the library opened to the public during Covid. The library was only closed for a very short time while procedures were put in place to ensure patron and staff safety. It quickly opened back up for masked and hand sanitized patrons. Curbside pick of library material was also an option. She also asked about simply removing the decaying amphitheater. Janice mentioned that the current structure provides structural stability that prevents erosion of the steep hillside.

OLD BUSINESS:

Covid Response: No Change.

NEW BUSINESS:

The Friends group will fund the first year of the UdeMy Academy subscription. Town residents will have access to over 200,000 online video courses. They will send a postcard about UdeMy to all the addresses they send their annual donation appeal letters to.

The library will be closed for the town meeting so staff that are town residents can attend.

The Trustees drafted a letter explaining the amphitheater warrant article that will be submitted to the Brentwood Newsletter for publication.

Liz adjourned the meeting at 8:33 PM.

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

Respectfully submitted, Tom Walker - Board Secretary