



Trustees of The Mary E. Bartlett Memorial Library



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

Meeting Minutes

Monday, March 11, 2024

Trustees attending: Liz McConnell, Tom Walker, Melody Santos, Melissa Bertoulin, 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: Lois Deyoung representing the Friends

Liz McConnel called the meeting to order at 6:03 PM.

APPROVAL OF MINUTES:

On a motion from Melody, with a second by Megan the 2/12/2024 meeting minutes were unanimously accepted with. Liz - aye, Tom - aye, Melody - aye, Megan - aye, Melody - aye.

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 5, Instagram followers by 7. There were 1131 in-person visits this month. There were 836 visits to the library website with 1606 page views. There were 11 new adult library card holders added. 114 books and 26 other media were added to the collection this month. Udemy Business statistics were not available in time for this meeting. Digital borrowing remains popular with 486 Libby and 245 Hoopla borrows. The Vertical Response open rate was 39%. Janice taught a Valentine themed class that had participants embroider a Valentines Day card. Candidates night was moved to the Brentwood Rec Center due to parking issues caused by amphitheater construction; there were 61 attendees. The speaker for the Water Features in Gardening program had the wrong day, Linda Rousseau saved the day by telling stories for over an hour. Pesky Critters was called to handle some intruders, Janice feels that construction led to the issue. It

appears that the issue has been resolved. Carpets were cleaned this month. A substitute library assistant will be starting soon to help with sick days, vacations, etc. 2U Technology set up Janice's new Surface Pro computer, the old one will be wiped clean and be used by Kiki. February saw a bump in museum pass use with 23 borrows, a new record. The Friends have been unable to hold book sales for fundraising due to the amphitheater construction. They will be hosting a pizza night 4/1/24 from 4- 9:00 PM at The Oven in Epping. A portion of sales will go to the Friends. Seacoast Security did their annual audit, the only issue found was a faulty smoke detector, which was replaced. Janice submitted the information to the town for our yearly financial audit. She has joined the Intellectual Freedom Committee at the NHLA that discusses censorship issues. She is excited about the "book resumes" for frequently challenged titles, these give synopsis overviews to help with conversations should a challenge occur.

ASSISTANT DIRECTOR/ YOUTH SERVICES LIBRARIAN REPORT:

Kiki submitted her report in writing prior to the meeting. The January-February storytime was a huge success with 180 participants. The Lego club and Little Kids Yoga had 8 participants each. Baby playtime has fluctuated but there can be as many as 8 in the group. School vacation was busy at the library; the Lego Club had 18 attendees, the craft theme was Suessical Sculptures and had 13 attending, drop-in STEM program had 6 participants, game/puzzle/snacks day saw 26 participants. Kiki and Janice were invited to be mystery readers at Swasey for Read Across America. Mrs. Mayo has a student that is interested in 3D printing so her class will visit the library this month for a demonstration. The summer reading program theme this year will be "Adventure Begins at your Library". The dates have been finalized and performers scheduled. As always a big thank you goes out to the Friends of the Library who have generously pledged \$2500 to fund this popular program.

OLD BUSINESS:

Amphitheater:

Liz has reached out to six area banks for fundraising towards the completion of the amphitheater. The Epps-Jefferson Foundation may be interested in funding a sound system for the library/amphitheater. Josh Bertoulin will help with the application. The curbing company is still a month away from starting, but most vendors are doing well and the end is in sight. Concrete for the ramp will be poured sometime after the threat of frost is over.

Melody made a motion, seconded by Megan, to fence off the rocks in the amphitheater area. A roll call vote was taken: Liz - aye; Melody - aye; Melissa - aye; Tom - aye; Kristen - aye. The motion passed by unanimous vote.

NEW BUSINESS:

Alternate Trustee applications are due in June. There is nearly a pallet of paver bricks left over, trustees discussed using them as a fundraiser by engraving sponsors names into them. All agreed this is a good idea, Janice will explore details. Ideas were discussed for an amphitheater ribbon cutting ceremony to be held sometime after the June 5th finish date.

This is Liz McConnell's last meeting. Everyone thanked Liz for her tireless efforts over these many years. Her dedication and commitment have helped make our library the special place that it is. The occasion was celebrated with a cake and Edible Arrangement.

Liz adjourned the meeting at 7:23 PM.

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

Respectfully submitted, Tom Walker - Board Secretary