



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 Erin Staffiere Melissa Bertoulin

Meeting Minutes

Monday, March 13, 2023

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

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

Others: Alternate trustees: Susan Lunn, Kristen Goodrich

From the public: Tracy Decoteux from Friends of MEB

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

APPROVAL OF MINUTES:

On a motion from Melody, with a second by Erin the 2/33/2023 meeting minutes were unanimously accepted. Liz - aye, Melissa - aye, Tom - aye, Melody - aye, Erin - 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. Instagram followers increased by 4 this month. There were 917 in-person visits this month and 3 patrons requesting curbside pick up. The Vertical Response email open rate was an impressive 52% this month. There were 9 new library card holders added, 7 adults and 2 children. 2 of the new users requested cards specifically to use the new Udemy On-line Academy service. 129 books and 51 other media were added to the collection this month. A town resident who is a professional grant writer gave Janice a draft of responses for grant writing as a very helpful template for writing grants for the library. The Rebecca Rule program on NH Town Meetings was a big success and very well attended. One Book Club session was snowed out. Another session conflicted with the BudCom meeting, but was made up during a field trip to Popovers. The Beginner Crochet Class had 6 attendees. Janice attended multiple meetings this month; Joint Loss Committee, BOS meetings, Public Hearing for Town/School Budget, Communications Subcommittee, Trustees and Friends group monthly meetings. She encouraged Trustees to attend the United for Libraries webinar on director/board relations and the NH Library Trustees Association Spring Conference. The Friends group is interested in helping the library replace the chairs in the main library, Janice asked for Trustee volunteers to help research options. The Communications Committee has suggested integrating the library website into the towns website page. Trustees discussed the pros and cons and will look into it further. Janice offered her gratitude to Erin Staffiere for her hard work and dedication

to the library. Erin is not running for another term as Trustee.

ASSISTANT DIRECTOR/ YOUTH SERVICES LIBRARIAN REPORT:

The latest Storytime session has ended, it was fully enrolled with a total of 120 participants. This month's craft kits were the yarn and materials to make a weaving loom and yarn bowl. Thank you to the Friends group for funding this project. The after school Story Time was canceled due to staff illness. 14 participants attended the Lego Club, with some children staying long after the event ended to continue the fun. Drop-in activities were very well attended during the school break week. Read Across America was this month, Janice and Kiki read to several Swasey School classrooms. Kiki is starting to book performers for the Summer Reading Program. The theme this year is "All Together Now". She also plans to team up with the Rec Department to split the cost on some programs.

TREASURER'S REPORT:

PUBLIC COMMENT:

OLD BUSINESS:

Covid Response: No Changes. We discussed the idea of bringing the Covid Vaccine Van but decided it was not needed at this time.

The George Beyea dedication plaque project is coming along. We discussed the possibility of inviting family members to the ceremony.

NEW BUSINESS:

Trustees discussed the Amphitheater presentation at Town Meeting. Liz talked to a landscaper that seemed interested in submitting a proposal request. Landscape architect Jeff Hyland talked with Bell and Flynn about possible changes to the parking lot.

Liz adjourned the meeting at 8:00 PM.

Next meeting: Monday, April 10, 2023 at 6:00 PM.

Respectfully submitted, Tom Walker - Board Secretary