

Approved 2/1/2023
 Peg Bodine - Library
 Chair, Trustees
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LIBRARY TRUSTEES MEETING 4 January 2023

Meeting convened at: 7:05 pm

Present: Harbour Fraser Hodder, Tom Skowron, Ellen Smith, Dawn Thistle

Remote: Peg Bodine, Scott Norrie

Absent: Dave Maher, Betty Wuelfing

Minutes of the December 2023 meeting were approved.

Librarian's Report

January 4, 2023

Circulation:

		2021	2022
December 2022	All Items circulated from this library	1546	1211
	NB Items circulated	1407	1217
	Checkouts Overdrive	297	387

WIRELESS STATISTICS		
OCTOBER	NOVEMBER	DECEMBER
TOTAL UNIQUE CLIENTS 111	TOTAL UNIQUE CLIENTS 133	TOTAL UNIQUE CLIENTS 124
AVERAGE # OF CLIENTS PER DAY 6	AVERAGE # OF CLIENTS PER DAY 9	AVERAGE # OF CLIENTS PER DAY 8
AVERAGE USAGE PER CLIENT 260.5	AVERAGE USAGE PER CLIENT 436.9	AVERAGE USAGE PER CLIENT 523.8
MB	MB	MB

Financial Report:

<u>Account Balances as of:</u>	9/30/22	10/31/22	11/30/22	12/31/22
Salary Account	57,752.16	51,952.80	46,130.16	40,379.67
Library Expense Acct.	30,613.48	24,907.34	22,563.25	17,653.39
State Grant	218.79	64.92	6,089.54	5,531.38
Gift Account	260.28	-499.03 6,987.20 (Salem bequest)	3,525.89 6,897.20 (Salem bequest)	2,052.57 6,852.20 (Salem bequest)
Child Book Gift	625.29	625.29	625.29	625.29
Trust Funds (expendable)	16,774.61	16,774.61	16,774.61	16,774.61

I have received notification that the FY24 budget proposals are due on January 19...

December Activities and Programming:

Brianna Lamb led a group of 8 people in making Polish jezyki star ornaments on December 12. The Coloring Group met twice. The Book Group did not meet, due to the Christmas holiday.

Brianna's Tuesday Storytime took place on two Tuesdays this month, with 3 kids and 3 caregivers at each session. Community Connections had 2 programs with a total of 12 kids and 11 adults.

The Friends' Letters for Santa and Cookie Walk event on December 4 was a great success. We made about \$200 in cookie sales.

Coming events:

Monday, January 9 at 5:30 --Shibori Fabric Dyeing

Thursday, January 12 at 6:30--Dave Brown, **Food for Thought**, pt. 2

Thursday, January 26 at 6:30-- Ronny LeBlanc, **Bigfoot in Massachusetts**

Saturday, February 25 at 10:00—Eshu Bumpus, storyteller

Thursday, February 9 at 6:30—Elena Palladino, author, *Lost Towns of the Swift River Valley: Drowned by the Quabbin*.

Last month's ARPA grant discussion with Kathy Crevier was helpful. I emailed Ethan Melad to ask for his understanding of what might be possible to request under the ARPA guidelines. I sent him my list of (smaller) possibilities that seemed appropriate and mentioned the suggestion that "roof" repairs might also be possible. He thought that the smaller items seemed to fit the guidelines and asked how much the repairs might cost. I had no idea what to tell him. I look to you to suggest someone to contact, or I can reach out again to Raymond James.

Building Maintenance:

On December 1, staff from the Mass. Department of Corrections came and verified my measurements for the new shelves for media and young adult books. They have submitted a preliminary quote for \$420 to cut and finish 11 shelves. The shelves should be delivered later this month.

On December 10, the Building Committee met and reviewed the various library systems and issues.

On December 13, Gurney Water Treatment came and added glycol to our chiller system.

The fire alarm system alert problem was checked by the NB Fire Department, who determined that the issue was one of the two phone lines for the system. Verizon came and fixed the line. Later that week, it became clear that the fax was no longer working. Verizon came again on December 20 and determined that a line had been damaged when the gas company was doing

work at the corner of Main and Spring Streets the month before. It is now fixed, and the alarm system and fax are back online. I must say that Verizon has been very responsive!

The new charger for the AED has not yet arrived. I need to follow up with the online seller.

The carbon monoxide detector recommended by the town insurance company for the boiler room has arrived, but I have not yet installed it.

On Friday, Dec. 16 (?), I happened to come to the library and saw that rain was blowing and leaking in the "sunny reading room." Tom Skowron was available to come and look at the leak, including in the attic where it seemed to be coming in. I think we have a better idea now of what we are dealing with. On the following Friday, Dec. 23, it was also pouring out, and the leak was even worse...

Respectfully submitted,
Dawn Thistle

Old Business:

We've received one application so far for Director position. We will extend the application deadline for a month. We need a plan for interim Director if necessary. Youth Services Librarian, Brianna Lamb, is willing to serve as interim Director. Motion approved to extend position posting until January 31, 2023.

New Business: None

Adjourned: 8:00 pm

NEXT MEETING: Wednesday, 1 February 2023 at 7:00 pm