

Barrington Public Library
Board of Trustees
August 15th, 2017
Draft Minutes

Present: Peter Royce, Leigh Elliott, Susan Frankel (ALT) voting, Sam Boduch, Robert Drew, Amy Inglis Library Director

Absent: Ron St. Jean, Lydia Cupp (ALT), Lindsey Maziarz, Traci Bisson, Victoria Sellers (ALT)

Also Present: George Bailey, Selectman

The meeting was called to order at 6:02pm

The minutes from the July 19th, 2017 meeting were approved with corrections in a motion (m/s Robert/Susan) and passed on a voice vote.

Donations totaling \$89.49 (itemized below) were accepted in a motion (m/s Susan/Robert) and passed on a voice vote.

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| 7/24/17 | \$20.00 | \$10.00 ck Perra/\$10.00 Olive T. |
| 7/31/17 | \$37.50 | \$15.00 paint day/\$22.50 change jar |
| 8/7/17 | \$17.99 | \$7.99 MaryKay Belford for book/\$10.00 change jar |
| 8/14/17 | \$14.00 | \$3.00 program donation/\$11.00 change jar |

Public Comment: Stairs that will connect from the library gardens to the town field may possibly be built by two scouts from Trail Life. The scouts that stated they were interested in pursuing this project are working on drafting plans and will present them to the Board of Selectmen when ready.

Friends update: The “Just Desserts” fundraiser is slated for November 4th, 2017 from 4-6pm. They are seeking 10 bakers for the event.

Foundation update: Peter suggested we obtain an update from Sandi Mitchell as to what items she has been working on and an idea as to where we are in the overall process. Sam is preparing an introduction for the Foundation as well as supporting powerpoint file to be presented to the Board of Selectmen on September 26th, 2017, 6pm, at the library.

The **Treasurer's Report** was reviewed and accepted in a motion (m/s Robert/Susan) and passed on a voice vote.

Director's Report: The Barrington Chamber of Commerce Community Expo is being held on Saturday September 30th, 2017, from 9am-2pm at the Barrington Middle School. Robert will inquire with the Chamber of Commerce as to what steps are needed to take for the library outreach committee to secure a table for the event.

Amy asks if Calef's Country Store will have internet access on the days the Outreach Committee will be there in September. If so, Amy can train someone from the committee to create library cards for new patrons. Leigh to follow up with Greg at Calef's.

To help familiarize the community with The Board as they move forward in a building plan for a new library, Amy would like to highlight a different Trustee each month via the e-newsletter & social media . Trustees at the meeting all approved of this. If there are any Trustees opposed to this please let her know.

A new Google Chromebook laptop is needed as currently having only one laptop available is causing a problem. When the current laptop is being used by the front desk, it is not available for programs being held, and vice versa. Having two laptops will prevent disruptions and delays while serving both needs, as well as be available for patron usage while in the library. A motion is made by Robert and is seconded by Peter, to approve the purchase of a new Google Chromebook and the non-profit perpetual license needed to use it, in the amount of \$239.00 from the technology fund. This passes on a voice vote.

Peter mentions that many people are not familiar with what the technology fund is and while it typically has good support each year, it may be worthwhile to find ways to help educate voters more about it. George suggests that perhaps Amy could speak about the technology fund at the budget meeting in November to the Board of Selectmen and the Advisory Budget Committee.

Leigh mentions a mobile phone charging station might be a good addition to the library. Amy will look into options. One immediate obstacle is finding a convenient space to house the station while also keeping the cords needed to supply it inline with safety measures.

A WiiU is needed for the gaming events held at the library. The WiiU is the platform that will be used the most and has a wider base of games to choose from that are suitable for the events. Having this new system will also allow for the Playstation II to be designated as an item to check out. A motion is made by Sam and is seconded by Robert to approve the purchase of a new WiiU gaming system in the amount of \$300 from the technology fund. This passes on a voice vote.

Amy has revised the 2018 budget to include edits discussed at the last Trustee's meeting. The updated budget includes adding a couple extra hours to the processor and the ILL librarian as well as making David at Technology full time.

Three lines were deleted as the items in them were combined into other lines per request of the town. Custodial is now under part-time wages rather than its own line, security system items are now under contracts and building maintenance, and technology is now under contracts for funds set aside for tech help and any hardware purchases can go under the "equipment" line.

The town added a new line for copier contracts and one for dues and fees so a few items moved into those lines. Telephone was renamed "communications" and now encompasses internet connection fees.

The total 2018 library budget is 3.5% over last year, and totals \$10, 581, of which, \$8800 is for staffing.

Sam inquired as to what the current balance is in the technology fund, Amy will investigate. Sam also suggested to be added to the budget is the 1% COLA (cost of living adjustment) and 1.75% step increase, based on discussion at the Board of Selectmen meeting on August 14th, 2017.

Old Business: The Boston Bruins mascot "Blades" visit on August 8th, was a huge success. A book was read by Sam Boduch. After the story and small trivia game, kids were able to make a craft, complete word searches and mazes, and shoot on goal. Also at the event and providing assistance was the NH State Librarian, Michael York.

Leigh to send "sign up genius" emails to the Board of Trustees to allow for anyone who is able to volunteer during the September outreach days in September.

New Business: Sam advised the Board of Trustees to maintain courteous and respectful conduct while working with other boards in town.

The Board of Trustees is encouraged to attend Board of Selectmen meetings as much as possible. The next meeting is Monday August 28th, 2017 at 6:30pm at the ECLC.

George requests what the total number of patrons was that participated in the summer reading program. Amy advised him that Wendy is compiling a report with that information for the State of NH, and will share that information when it is available.

Pluses and Deltas:

Plus - the meeting was shorter

Susan appreciates hearing what Amy foresees in the library's future

Deltas- we did not have food

attendance was low at this meeting, however it is summer

Leigh suggests to close each meeting with asking attendees if they will be at the next meeting

A motion to adjourn is made at 7:56pm (m/s Robert/Susan) and passes on a voice vote.

Next meeting September 19th, 2017

Minutes recorded by Leigh Elliott

