

# Library Board of Trustees Meeting Minutes

March 18, 2024

Present: Rachel Baker, Debbie Snow, Linda Riendeau, Sarah Melasecca, Ron Routhier, Flo Woods and Ray Craigie.

Absent: Rick Zeller, Rick Crockford

Call to Order: 6:00 PM

**Secretary's Minutes** – Minutes from February were approved as presented.

**Consent Items** – Review and approval of Circulation Tally Sheet, Program Attendance, Library Director's Report.

**Treasurer's Report** – Reviewed budget and gift money balance for 2024, discussed and placed on file.

## **Library Director**

1. Pub Night was a huge success, 161 people attended, and over \$1,100 raised for Library programs.
2. Cheryl is now visiting all school classes once a month to engage the community as part of our outreach program.
3. Due to new selections and staging, the Magazine distribution is up 30%!
4. We have ordered 3d glasses to pass out so patrons so they can view the Solar Eclipse. EPL is not doing any organized events.
5. There was discussion on the Rules for Use of Samson Expedition and Wireless Microphones Policy, and once some additional research and edits are made Rachel will bring it back to the Trustees for approval. We also discussed the Supervised Visitation Rules Policy and on motion made by Linda and seconded by Flo, the Policy was adopted. Upcoming Policy reviews include the Teen Room and the Telescopes, binoculars and seismograph use.
6. Rick and Debbie attended Candidates night on March 8<sup>th</sup> answering questions from the audience.
7. The Belmont Baseball organization has approached EPL for a Sports Team donation. As a monetary donation is not allowed, Rachel has provided them with some different options on how EPL can support the team as it includes Canterbury children.

## **Maintenance**

1. We are looking into purchasing two chairs for the Adult space and researching the cost of a Digital display for the circulation area to scroll the daily events and pictures from various programs we offer.
2. The Trustees went over the Agreement to lease the Toshiba color copier, scanner, printer. The lease cost is \$88.00 a month and includes monthly service and toner. On motion made by Ron and seconded by Linda the Trustees approved of leasing the Toshiba color copier, scanner, printer.
3. Painting will be completed in New Adult Fiction area and the Teen Room, ceiling tiles are being replaced and a Neon sign is being wired and hung in the Teen Room.
4. As part of Earth Day the CES 5<sup>th</sup> grade class will perform community service cleaning up the Center on 5/3/24.

## **Program**

1. Chief Gamache indicated that the Department of Health and Human Services will be providing a Narcan box. The decision as to whether Canterbury wants the box will be made by the Selectman. If yes, then discussion will happen as to where it will go. Updates will be provided as updated information is received.

The meeting adjourned at 7:07 pm.

Next meeting is April 15<sup>th</sup>, 2024 at 6:00 p.m.

Respectfully Submitted, Debbie Snow