

WPL Board of Trustees

Librarian's Report

July 11, 2022

Meeting called to order at: 10:09

Read and accept Secretary's minutes from June 2022

Librarian's Report

Lots going on in the library!

Programming is going well. Lunches are going well. Attendance at Children's Programming is increasing. Caitlyn from Colebrook is coming in on Thursdays. Momentum has started. We had a \$22 ticket promo for the theater and several took advantage of it.

Facilities

- Tillotson Grant and Facilities Needs (\$10,000)
 - Mini-split for conference room *Dubrille is getting us a quote. Tillotson grant might cover this*
 - Upgrade security system (there's a FEMA grant for this, too. I'm looking into this.)
 - *We have some blind spots. We will upgrade some cameras to wider views and add cameras.*
 - *It is possible to access by phone now so camera views are visible*
 - *Can help arm doors as well*
 - Changing table in the bathroom *Need one that is compliant with safety standards.*
- I've reached out to Rob regarding the back steps. Someone from Colby is coming.
- Walkway is "done," but unclear why it's a few feet too short. Need to contact Shawn.
 - Supplier ran out of supplies
- Picnic tables
 - Thanks to Rob!!
- *Shawn Hartnet has found an architectural mailbox we can use as a book drop. It is heavy plastic, looks nice and costs under \$500. We were looking at spending under \$1000 so this works well.*

Library Financial

- Coming Up!
 - NHC Community Impact Grant (up to \$10,000)- Awarded- \$9970
 - Lancaster Rotary- Awarded- \$5000
 - Tillotson Dash Grant- \$2000; have not yet applied *Easy to write so waiting to see what best use of funds would be.*
 - Tillotson for facilities
 - *Fema grant is possible and could be used for facilities. It may help with the updating of security. NCIC may be able to help write it. It may also help cover the cost of the changing table.*
 - *We need the mini split for the conference room so we don't need to close if it gets too hot. Beth made a motion to get it now using the President's Grant from Lancaster Rotary and use Special Projects Funds to pay for the rest. Cathy seconded the motion and all were in favor of it. We set a limit of \$7,000.*

Community Partnerships

- NH Food Bank Summer Feeding Program- M-F from June 27-August 26
 - They will do kick off and wrap up events on both days.

In house programming- This is our first full week!

- Rolled out slowly the week of June 26, then had the July 4th holiday week (4 days)

Staff

- “The town” has said they will not support insurance or benefits for library employees since they are not “town employees.” Other towns are doing this (Bethlehem the closest local example.)[Looking into it more.](#)

New business:

- Policy change- [Meeting Room Use](#)
 - I would like to change this policy so a board member or trustee does not have to be present at LIBRARY SPONSORED EVENTS IF *there is an instructor or representative of the library present.*
 - [Representatives will sign a contract and have a key that is signed out. Cathy Made a motion to accept the policy change and Katy seconded it. All were in favor.](#)
- Book Sale
 - I would like to put this off until September and try to coordinate with a Fall Festival of some type or scale. [We will plan on September 24th which is the last Saturday in September.](#)

Next meeting will be August 8th at 10:00 at the Library.

Meeting was adjourned at 11:39. Beth made the motion and Cathy seconded it.