

**Ashland Town Library
Minutes of Library Trustee Meeting
July 15, 2021**

Trustees present: Alice Staples, David Ruell, Kathleen DeWolfe (alternate)

Others present: Sara Weinberg, Library Director

Trustee excused: Mardean Badger

The meeting was called to order at 6:00pm by Alice Staples

APPROVAL OF MINUTES

A MOTION was made (Ruell) and seconded (DeWolfe) to approve the minutes of June 14, 2021. The motion was approved unanimously, 3-0.

DIRECTOR'S REPORT

- The library received a \$500.00 gift from the St. Onge Charitable Fund through the New Hampshire Charitable Foundation. We discussed items that are needed such as a bar code reader and lighting for the display cases upstairs.
- There is furniture and other items upstairs that need to be removed; Sara will check with the town to see if the work can be done by Public Works and hire movers if necessary.
- On July 2, Spectrum upgraded the internet connection. Apparently, the library Roadrunner email account was deleted in the process, with no notice to the library. Sara is in the process of setting up new email accounts through Google mail.
- Sara shared the New Hampshire Library Trustee Association newsletter that discusses staffing challenges post-COVID-19.

TREASURER'S REPORT

- We reviewed expenses and income and approved the current financial report and reconciliation statements.
- Expenses included books, dvds, audios, supplies, utilities, and cleaning.
- The library received \$2,000.00 through the American Rescue Plan Act.
- The library received a \$10,000.00 check from the Trustees of the Trust Funds for continuing building planning fees.

OLD BUSINESS

- Shed, grounds – the lawn is looking much better due to all the rain. We did inspect the shed and decide what vegetation needs to be removed.
- Policy updates were tabled for another meeting.
- Internet upgrade on July 2 went well, except for loss of Roadrunner email accounts. Internet speeds are noticeably faster.
- Building and grounds maintenance – Sara has talked to Ray Mason about installing a railing on the basement stairs. Gilford Well is not accepting new customers, so we will have to come up with another way of repairing the sprinklers. Amanda Loud found a schematic of the sprinkler locations in the Scribner Trustee files. Sara will call Steve Heath about a fire safety inspection so the upstairs can be used. Mango Security will install the new cameras on August 9-11.

- 150th anniversary – October 2, 10am-12pm. Alice found a price for cider and doughnuts from Cider Bellies, but will also check with the Common Man. Sara will check with Pond and Peak about books to give away, and David will look into live music possibilities.
- ARPA subgrant- the library was awarded ??? to be used for activities outside of the library building. Tents were purchased, as well as STEM (science, technology, engineering, and math) kits to take home
- USDA rural development – Sara would like to apply for grants to improve the library’s ADA compliance. The walkway in the back is not at an appropriate angle and needs a handrail.
- Technology plan – was last updated in March of 2020. We will review at a future meeting.
- Story walk – the previous story walk has been installed on the library lawn, and a new book for the fall was chosen. The next one will feature a Christmas or winter theme.
- Meeting room policy – Sara will work on a draft.
- Bill Powers technology recommendations – Sara shared the proposal from Bill Powers, it was reviewed and approved. A motion was made (DeWolfe) and seconded (Staples), passed unanimously 3-0.

NEW BUSINESS

- 2022 budget – Sara will present a draft at the next meeting.

NEXT MEETING

- August 26, 6pm at the library.

Minutes submitted by Alice Staples