

DRAFT
Board of Trustees Meeting Minutes
Baxter Memorial Library
February 25, 2020

Present: Carol Bando, Chair; Sue Sellew, Secretary/Treasure; Paula Duprat, Trustee; Stephanie Gergeley-Davis, Trustee; Mary Stoddard, Trustee, acting secretary; Shana Hickman, Library Director.

Thank you and appreciation for departing trustees Sue Sellew and Paula Duprat.

Final tally for fund raising/appeal for donation is: \$3,125.

Financial Report:

Review of financial report – Line for Dues, Fee, Subscriptions, & Misc Exp. Is \$300 over budget because of new subscription for Librarians of the Upper Valley Coop. Additional explanation was included with report. Report was approved.

Librarian's Report: January statistics: see attached

Discussion of BML table for school board meeting March 2 and Town Meeting March 3, 2020. We will sell tickets for quilt raffle and advertise Community Board Gaming and March 5th Aaron Hoopes author of *Reconnecting to the Earth: Reclaiming Our Relationship to Nature and Ourselves* author talk. Stephanie and Paula will supervise the table on March 2 and Mary and Carole on March 3.

Shana intends to start up the Lego Club.

Jools has removed her paintings and left two that she is donating. Carole will send her a thank you note.

Shana is ready to order chrome books. She will send the three bids she got for chrome books to Deb. We will need to purchase a printer that is compatible with chrome books. Shana may be able to hook up new (used) computer to existing printer. Discussion of buying locally vs buying from Amazon pursued. Trustees willing to let Town decide as it is a three-bid process and thought was that lowest bid may have to be accepted. Shana will ask Deb about that when she submits bids.

Ways to handle leftover books from Plan, Book and Bake Sale was discussed. Shana had done previous research on the subject and will look into some of the options.

Trustees approved of Carol Langstaff's request to make Event Ware available through the library. Carol will house the Event Ware at her house and people can sign up for it at the library. Library will facilitate contact with Carol.

Purchase of new shelving for the basement was postponed until after the Plant, Book and Bake Sale. Because of the large number of discarded books in the basement, it was felt that new shelving may not be needed after those books were purchased at the Sale or else wise dealt with.

Digital Thermal Imaging Camera Borrower Agreement Town of Sharon was reviewed. Phone call to Ryan Haac of the Town Energy Committee at 7:15. Trustees asked what resources will the committee

provide to users after they use the camera? Ryan replied that the committee will provide users with a list of people who do that kind of work and directing them to Efficiency VT. Trustees asked if a family is low income are there programs for financial assistance. Reply: Yes there is through zero interest loans and local funding such as Covers.

Trustees and librarian determined that borrowers must pick up and drop off camera during library hours. Equipment is not to be dropped off in the outside book drop, as that is not secure and can get wet. There needs to be a place on the borrower sign-out form for the librarian to acknowledge condition of returned camera. Camera will need to be charged. The next step is for Ryan to come into the library to download the program into the library's Dell computer. Ryan plans to come to the library this Thursday around 5PM or on Saturday.

Stephanie and Mary will invite Emma Bashan and Marian Weatherbee our new Trustees to attend Town Meeting for their nomination.

Choosing a date for retreat for long-term planning and planning a volunteer tea were both postponed until next meeting.

Next meeting: 3rd Thursday of the month March 19 at 6:00PM