

FLETCHER MEMORIAL LIBRARY BOARD OF DIRECTORS

DATE: December 8, 2022

Present: Andstrom, Astin, Cardwell, Davis, Haldas, Kaye, Larsen, O'Brien

Absent: McCabe, Burten

Call to order: 4:06 PM

Audience for citizens: x

Seating of alternate: x

Approval of minutes: Minutes from 11.10.22 approved. Motion to accept Kaye; 2nd Haldas.

Bookkeeper's report:

Bill for porch from Robert Inman \$2,200.00.

Security bill issue: C. Goodrich contacted and explained present security system (\$25/mo). Includes both alarm w/ battery back-up, and an emergency call which goes to a central station – calls then go out to names on a list (all currently out of date – Need to UPDATE this list). Then call goes to Hampton Fire Dept. Questions: can we test this system? Should we switch to "Simply Safe" at \$19/m?

Plan: 1. Update names on list. 2. Ask M McCabe to help set up emergency test call with HFD.

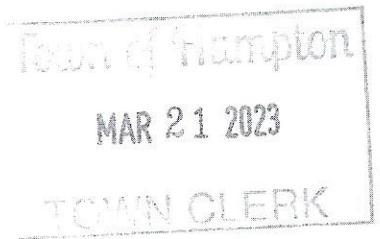
Librarian's report (Andstrom):

1. Do we want a regular report from the librarian to go to staff and board members? What would we like? General discussion- a periodic report via an email list would be good.
2. Suggestion – we should have a list of back-up volunteers. Note: they would need proper training. But we already have a list of volunteer duties and responsibilities. Discussion – good idea.
3. Uptick in attendance this month. Author's workshop on drawing horses particularly well attended.
4. New library cards? We now have some temporary ones. Andstrom will choose a company to make us up some new ones.
5. Domain name has been renewed for 5-year term at \$225.

Assistant Librarian's report (Larsen):

Re book purchases from Brodart – Brodart will now charge our Master Card for new purchases, and will send a receipt to us as well as Alex @ Shane Navratil.

On-going business:



1. Art show for Jan/Feb in the works. Question as to whether we can hold a public reception.
2. Pollinator program and sale. Group from Ashford will present a Pollinator Pathways program in the spring (Saturday, May 6th suggested date). Suggestion to tie it in with a sale of some sort. Discussion: Consensus to hold a Pollinator Plant sale one week after the presentation. Have order forms available at the presentation as well as at the Librarian's desk and around town. Get an article in the Gazette. Kaye to work on finding a source for Pollinator plants.
3. Maintenance issue – Painting. We will take three bids. Schlehofer's bid to paint two sides of the building came in at \$14K. Two bids are outstanding.
4. Maintenance issue – structural integrity. Suggestion: get a professional to inspect building and report areas of concern, to work into our 5-year plan. Davis to ask R Inman.
5. Maintenance issue –basement dampness. Need to inspect dehumidifier in basement.
6. KeyBank Grant Proposal – O'Brien and Cardwell. First draft presented for comment. Edits suggested and agreed to. General consensus to raise level of request desired. Cardwell to amend and present to bank. Motion to accept as amended: Haldas; 2nd Kaye.
7. New Board member search: S.Hochstetter is available and agreeable to position. Motion to accept Davis; 2nd O'Brien. General positive agreement.
8. Librarian annual evaluation. All evaluations received by Cardwell, all very positive. Agreement to keep librarian's one week paid vacation as in last year, and to boost the financial bonus to \$300.00. Motion to accept Cardwell; 2nd Kaye; all approved.

New business:

Gifts and acknowledgements to volunteers. Andstrom asked 'could we be doing more'? Discussion: possibility of gift cards (\$50 suggested). Or hosting a buffet breakfast dinner. Issue tabled until next meeting.

Adjourned: Motion to adjourn Haldas; 2nd O'Brien. ...Meeting ended by consensus at 5:32 PM.

Respectfully submitted,

Mark Davis, secretary