

Joshua Hyde Public Library Board of Trustees
Meeting Minutes: March 5, 2020
Joshua Hyde Public Library Basement Meeting Room

Chair Jackie Belisle called the 5 March 2020 regular meeting of the Joshua Hyde Public Library Board of Trustees to order at 6:32 pm. Attending were Jackie Belisle, Sandy Gibson-Quigley, Carol Mitchell, Stephen Mullen, Dave Peterkin, Joyce Sinnott, and Library Director Becky Plimpton.

Minutes:

The minutes of the January 6, 2020 meeting were approved with corrections.

Librarian's Report:

Building Issues:

- There were two separate issues with different HVAC units, and no heat this month. The unit servicing the children's room sent smoke into the area. The Fire Department was called. C&C came to investigate and found something broken on the inside. It will take about \$2,000 for an emergency repair. The other unit with problems services the main floor.
- Last week there was a recurrence of a water problem in the basement from several years ago. There is a drain pipe on the north side of the building that got blocked up. The water migrated into a storage closet. Hopefully Robyn and the DPW will be taking care of it soon.
- The large tree between the building and Rt. 131 needs to come down. We have a quote, and Tree Warden Tony Crane has approved the work. It should happen in a couple of weeks.

Programs:

- The Pajama Drive continues through 15 March. We are getting a great response from people and have already sent in two batches of PJs.
- We will be having a Pizza & PJs movie night on 13 March. The movie is Office Space. Uno Pizzeria & Grill is the sponsor.
- We will be having a macha tasting on March 26th.

Other:

- Becky will be defending our request for a 10hrs/wk. Program Coordinator position at the 21 March joint Finance Committee / Select Board meeting.
- The legislative breakfast for Senator Gobi's district is Monday, March 9th; the Library Legislative day in Boston is April 2nd. If anyone is interested in attending they should let Becky know.
- Becky reported that the PLA conference was "amazing" and offered her thanks for allowing her to attend. She attended several workshops and learned about Story Corps, curbside delivery being piloted in Seattle, and bystander intervention.
- Becky wants to implement a curbside delivery for our Library. The target patrons will be elders and parents with young children. It would start three days per week, Tue, Wed, and Thurs from 2:00 pm to 6:00 pm and utilize the 15 minute parking spaces.
- At the PLA Vendor Exhibits Becky saw a mini-book drop she would like to place curbside. Costs run from about \$3,800 to about \$13,000 depending upon options. One that she thinks would be suitable for us runs about \$5,000 and includes a big-wheeled cart. It would require a cement pad to be poured. DPW would provide the labor for this, but the Library would need to provide the funds for materials. Steve moved that up to \$5,500 be appropriated from

the LIG/MEG funds for the purpose of purchasing and installing a new mini-book drop. Sandy seconded. All were in favor.

- Becky would like to provide the Staff with a water delivery service. Costs would be \$2.99 per month for the dispenser. She estimates that we would use about 3 bottles per month for a total monthly cost of approximately \$25.00. Startup costs include a \$20.00 deposit. Poland Spring would be the vendor. Steve moved that \$300 be appropriated from LIG/MEG funds to begin the service. Melissa seconded. All were in favor.

Meetings:

- CMLA program on Fake News; Book Club; CMLA Executive Board; PJ Day; Charlie Zahm concert; PLA conference.

Financial:

- The Board reviewed the FY 2021 budget submissions, and monthly financial reports. No issues were noted.

Chair's Report:

- Jackie reported that there will be Trustee Orientations held on 7 April and 15 April. Neither will be nearby.

Old Business:

- **Patio:** Steve will reach out to Nancy Castendyk to see who we should talk to at the Federated Church.
- **Complaint procedure:** Melissa will draft a procedure modeled after the one at her school. She will send to Steve for distribution.
- **125th Anniversary:** It was suggested that having a Story Corps booth would be interesting. Information is on their web site. It was also noted that 2021 is OSV's 75th anniversary and that perhaps they may be interested in joint programs. Perhaps one per month. The consensus was that we need a formal planning committee and a Chair by the end of May.
- **Library Policy review:** Steve will identify the three oldest policies for our next review. They will be Borrowing and two others.
- **Town Elections:** Town elections will be held on 8 April. The polls will be open from 6:30 am to 8:00 pm.

New Business:

- Joyce mentioned a webinar about the Coronavirus; Becky has ordered sanitizer for April delivery.

Adjourn: The meeting was adjourned at 8:12 pm.

Next Meeting: The next meeting will be held 2 April 2020. We will invite the candidates for election to the Board to the meeting.

Respectfully submitted,
Stephen Mullen
Secretary