

APPROVED

DUBLIN PUBLIC LIBRARY

Trustee's Meeting 7:25 PM November 10, 2021

Attending: N. Cayford (Chair), G. Bartlett, C. Cerroni, W. Gurney, J. Finnegan, J. Rizzo, C. Snitko, E. Walker, B. Haire (Alternate), R. Lovett (Director).

Regrets: J. Bird.

This regular meeting followed the completion of a special meeting held for acceptance of a grant from the NH State Council of the Arts.

N. Cayford read a letter of resignation from Jerry Bird citing family health issues and a personal schedule making meeting attendance not possible. G. Bartlett moved that Jerry Bird's resignation be accepted with regret; N. Cayford seconded. Motion accepted.

N. Cayford made a motion to appoint alternate J. Finnegan as trustee to complete J. Bird's term. C. Cerroni seconded. Motion accepted. As J. Bird replaced S. Gillette, Nancy will check on the remaining length of this term.

Minutes of October 13th, a regular meeting: Campbell corrected to Cayford; spelling of M. Paige to M. Page. Motion to accept as corrected by B. Gurney; seconded by N. Cayford . Motion accepted.

Minutes of Special Meeting held on October 21, 2021: no corrections or additions. Motion to accept: C. Snitko; seconded by C. Cerroni. Motion accepted.

Gifts: David DeWitt has used his 3D printer to make an interactive Jurassic Park scene for the library. He has donated the display which the kids love to play with. He is also willing to make small articles if kids bring in their own designs. He also will replace any figures in the display if they are broken while being played with. Several books were donated by Gumdrops Books in Hancock. Dorsey Flynn donated a book written by her granddaughter. B. Haire brought us 4 new wire racks to use downstairs from the Peterboro Library. Rachael will send them a donation. Motion to accept gifts by J. Finnegan; seconded by J. Rizzo. Motion accepted.

Director's Report: Halloween trunk or treat went well: over 100 kids participated. Kids are now coming to choose their free book; new card holders are also given a free book. DCS will be having a walking field trip next week to the library. There will be a scavenger hunt and kids will get library cards. DCS school principal recommended having the library start a lego club. It will hopefully start in December downstairs when the mold remediation is done. The new employee Terri Campana started last week and is doing well. She will start her full schedule in December. There is a small leak in the downstairs bathroom. The bathroom is closed for now and Pinney will be coming next week to fix it.

Strategic Planning: J. Rizzo reported that there are 3 focus groups planned: 10 am in the library this Saturday, a zoom meeting at 6PM on Tuesday, and a 4PM meeting in the library on Thursday. These will be guided discussions. Bess and Julie are working on the survey and worked with Nancy Jackson to simplify and streamline it. There is a draft ready for adults. There will be one for kids and teens. Survey Monkey will be needed for this project which will be either \$99/month for 3 months or \$23/ month but must be ordered for a year. The cost for either is \$290-\$300. The extra months could be used for follow

up, or new programs. It was suggested that the Friends be approached for a contribution to this as it will benefit programs. Rachael stated that she received \$254 for books sold and would be willing to put this in checking account and use towards survey monkey. Rachael will ask the Friends for 1/3 of the cost to complete it. B. Haire stated that on visits to the Jaffrey and Marlboro libraries it was stated that the purpose of Friends groups is to fundraise and support the library, not to do programs as programs is the Director's job. An announcement about the survey will be made the end of November and there should be results by January. The board agreed to take money needed for the survey from the checking account. C. Snitko made a motion that the library purchase one year of survey monkey and the rest of needed money be taken from the checking account. Seconded by B. Gurney . Motion accepted. Rachael will write a thank you note to Nancy Jackson. Gail will send a thank you note to Jerry Bird for his trustee work.

Mold discussion: Nancy opened the discussion of mold remediation and presented via posters the expenses and work to be included by each of the four companies consulted. Green Solutions from Acton Mass can do both air quality tests and remediation. NH companies cannot do both; conflict of interest. Rachael stated the test cost is about \$500. Peniel gets Lawson Groups to do their air quality tests. Peniel and Green Solutions now offer about the same things for remediation: both have altered their jobs and prices. Most companies can get work done in 3-5 days. Both Peniel and Green Solutions want to start dehumidifiers prior to remediation to get the humidity down to 50% from the current 65%. All companies stressed that dehumidifiers will have to be permanently used after the work is done. Green Solutions price is \$22,000 which includes \$8000 for fogging the upstairs. (The board does not feel the upstairs needs treatment thus this will not be included.) Dehumidifiers could be purchased from them for \$2500 each (we need two). Peniel would also bring in dehumidifiers for the job which we could then purchase from them. Peniel guarantees the work for 1 year. Peniel's estimate is similar but the process of how they would clean the books is unknown. Green Solutions would wipe off covers and also treat the interior pages. Mold Management company would not be available until January and would not clean the books.

Nancy and Bill reviewed a poster showing the asse

ts in all our accounts. Checking account has a balance of about \$7000 with \$2055 committed to drainage project. Capital reserves is down to \$15,446 after money was paid for drainage project. According to the capital improvement plan we are scheduled to replace storm windows in the old building next year (\$5200) from this fund. CD's would incur a fine if money is withdrawn now and some have restricted uses. The Town Manager has filed an insurance claim for the mold remediation as it was caused by water draining into the basement during the heavy rainy summer and fall. As it is not known if this will be paid, the board agreed that taking up to \$16,000 from the People's Securities account was the best option. It was decided that Rachael would check with Peniel to find out what their cleaning process would be for the books and find out from both Peniel and Green Solutions what their time schedule for starting would be, and then choose one of these two companies to schedule the work. Motion was made by B. Gurney that we remediate the mold in the lower floor of the DPL at a cost not to exceed \$16,000 and that Rachael be authorized to make the final decision of choosing either Green Solutions or Peniel to do the work. Seconded by C. Snitko. Motion accepted unanimously.

Dehumidifiers discussed: B. Gurney described a system that Bergeron could install that would involve going into the ceiling and would provide a permanent system inclusive of a high humidity alert. Cost

would be about \$13,000. It would be an efficient and longstanding system. The other option is to have two free standing dehumidifiers placed, either purchased and installed by the company chosen to do the mold work, or purchased by the library (such as on Amazon), and installed by a company. These would involve having hoses on the floor. Decision tabled to next meeting.

Motion to adjourn at 9:10 Pm by C. Snitko: seconded by B. Gurney. Motion accepted.

Next Meeting: December 8, 2021 at 7:PM.

Respectfully submitted,

Gail Bartlett, Secretary