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DUBLIN PUBLIC LIBRARY

Trustee's Meeting 7:00 PM December 8, 2021

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

Minutes of November 10, 2021; special meeting minutes accepted with corrected typo in downspout; regular meeting minutes accepted as written. Motion to accept: C. Cerroni; seconded by B. Gurney.

Gifts: Nancy and Phil Cayford donated a new smart TV that can be installed on the downstairs meeting room wall to be used for programs. It will be installed December 29th. Two wreaths and 3 plants were placed by G. Bartlett and donated by the FDPL. A check for \$100 from the Beatrice Godine family for unrestricted use. The FDPL paid for the bookshelves obtained from the Peterborough Library with a \$100 donation to the PTL. Motion to accept gifts by C. Cerroni; seconded by J. Finnegan. Motion accepted.

Announcements: Registration for town elections starts January 19th and goes until January 28, 2022. Neither Gail nor Celeste will be running again. Bess plans to file for one slot. We will need an alternate to fill Bess's current alternate position as well as a second trustee and a second alternate. Nancy suggested asking Rebecca Oja to become an alternate. C. Cerroni will ask her.

Director's Report: Book Buddies is going well. Second Lego club meets tomorrow. Both groups will be moved downstairs when the mold remediation is finished. Will do crafts and snacks downstairs then come upstairs to read or check out a book. Tomorrow there will be a photo taken of library staff and trophy for winning the library card challenge. A Spark Joy program will be held Jan. 12-13th. It is an online program about organization and positivity. Patrons may register with Rachael for the link. A strategic Planning flyer has been posted in the post office and the survey is posted on the library website. A couple of participants said they couldn't complete the end of the survey. ALA has standards regarding censorship and for the most part our policies meet them. Rachael will tweak them and ask us for approval.

Financial Report: B. Gurney provided written copies of the report. The checking account balance is \$5290.50. This includes a deposit from Better World Books for selling donated books. A check was written to pay Gordon Services for \$2055.50 for the remaining balance of the drainage project.

Our remaining town budget money is \$10,886.00 or 9.74%. Bill suggested that any excess be used to top off the oil tank. Rachael stated that she has some things that are encumbered so the actual remaining balance will be about 4%. Motion to accept report: C. Cerroni; seconded by N. Cayford. Motion accepted.

Building and Grounds: Nancy reported that the leaking valve in the downstairs bathroom was replaced by Pinney. He also checked the entrance heater downstairs and replaced the motor. The cost is about \$300. Tim Twitchell is coming tomorrow to check the light bulbs for brightness and see if we can add lighting and also will check the loud hum in the upstairs bathroom.

Strategic Planning: J. Rizzo stated that the a3 focus group meetings were held. No one attended the zoom meeting. There was interesting feedback from the small attendance at the other two meetings. There is a lot of work to be done to reach people/ The survey is up online: there is one for adults, youth, and children. The key will be who sees it. Rachael has software for mass email and our own library newsletter will be sent out: the first one will be for patrons to sign up for the newsletter. Originally it will be sent out to cardholders and to the school. People are encouraged to email the survey to friends. It will be open until mid January. People have asked about the Advocate calendar and things will now be listed in column format on the back page instead of a grid as the formatting was too difficult.

Unfinished business: Discussion of the front entrance rot problem. There is still time to submit a warrant article if needed. Bill Gurney invited Sterling Abrahm to assess the problem and Sterling suggested caulking the front to seal it for now if we are not going to fix it immediately, as water is coming in under the woodwork. It's safe to walk on at the moment. Nancy stated that it looks like there were previous repairs. She received an estimate of \$10,000 to \$20,000 to repair it as wood will have to be torn out from the lower frame and replaced. The capital improvement committee recommended that \$10,000 go into our capital reserve fund. We need to evaluate the extent of the repairs and put energy into finding the solution for preventing water from coming in. Wait until 2023 for a warrant article.

Peniel Mold Project: Nancy and Rachael provided a report of costs which included a summary of the Peniel proposal from previous meeting and an adjusted proposal that now includes cleaning the room contents, in particular the books. Also, in place of renting 4 temporary dehumidifiers the new plan includes purchasing 3 commercial dehumidifiers (ones recommended by Peniel). Total cost for the new proposal would be \$14,999 which is \$1000 under the amount approved at the last Trustee's meeting.

As Brandon from Peniel suggested getting dehumidifiers in right away so that work could start by December 13th, Rachael purchased them from Home Depot on her Credit card and also received a 10% discount. One machine drains into a drain, the other goes into a 10 gallon bucket. We needed to drop the humidity level to below 50% for the work to begin and it is already down to 37%. Peniel plans to be here through the 16th. We will get his recommendation on where to set up the dehumidifiers and how to run them permanently once the project is completed. Nancy and Rachael installed the dehumidifiers! This gives us 1 -2 years to see if they will be adequate before we decide on if a bigger system is needed.

Discussion concerning project payments: decided that Rachael is to be reimbursed the \$3958 for the 3 dehumidifiers from the checking account immediately. Bill will withdraw the full amount of \$14,999 from People's Securities at this time to have funds available to also pay Peniel at completion of the project, as voted on and accepted at the November Trustee's meeting.

Members thanked Nancy for bringing us ginger bread men cookies! Motion to adjourn by B. Gurney; seconded by J. Rizzo. Motion accepted and meeting adjourned at 7:59 PM.

Next meeting: January 12, 2022 at 7:PM

Respectfully,

Gail Bartlett

Secretary