

APPROVED

DUBLIN PUBLIC LIBRARY

Trustee's Meeting 7:06 PM December 9, 2020

Attending: Meeting held by Zoom due to current COVID-19 restrictions. C. Snitko (Chair), G. Bartlett, N. Cayford, C. Cerroni, S. Gillette, B. Gurney, J. Holmes, E. Walker, R. Lovett (Director). Guest: W. White, FDPL representative.

No Regrets. Absent: A. Davis(alternate), M. Smith (alternate).

Announcements: Celeste announced that Jane Holmes has resigned as permanent trustee. Jane was thanked for all her years of service to the library. She will be missed and provided the board with a lot of insight. Jane announced that the three permanent trustees have selected a new permanent trustee. Longevity was discussed and Gail and Marty were asked but respectfully declined. Nancy Cayford then was selected for her energy and enthusiasm. Nancy accepted and was thanked. Her term would normally end in 2023 so Celeste will check with the Town Clerk.

Trustee openings: Celeste announced that town office sign up is the last week of January. January 20-29 is the filing period. There are two positions to fill. As Bill took Dorcey Flynn's position temporarily he will need to run if he chooses and there will be a second position also open. Nancy stated that Jerry Bird who lives on Church Street is interested in being an alternate. He could attend a trustee meeting as it is an open meeting.

Minutes of November 11, 2020: Spelling correction of Kalvaitis and typo on Nancy in building and grounds report received. Motion made to accept minutes with corrections: J. Holmes; seconded N. Cayford. So moved.

Gifts: A check for \$100 and a donation of service by Paul Graz for his engineering evaluation. Nancy plans to send him a thank you gift. Motion to accept: N. Cayford; seconded by S. Gillette. So moved.

Director's Report: Saturday open hours have started; last Saturday there was only one patron. Staff on Saturday will be one staff member and Richard. Service was moved back to curbside on November 30th due to increased COVID numbers. Some patrons were unhappy with that but we need to keep everyone safe including staff. Take home projects and curbside crafts have been increased. We are still accepting book donations. They are quarantined for one week and extra books are given to World Books. Some are saved for FDPL Book sale. Melanie will do live book reading to replace Book Buddies. There may be a story time for Wednesdays. Kimberly Asbury will do an adult virtual program. The FDPL is involved. It may involve a kit that is picked up at the library and the project is made at the virtual meeting. A book group for adults, run by Rachael may be starting on Thursday evenings. One book per month; we can get large kits of books through the ILL so expense would vary according to numbers. Richard reported that the heater in the downstairs lobby is not working. Pinney Plumbing has been called and will be here next week. Nancy asked about a Christmas activity for kids. Monadnock Santa, John Stone, a Jaffrey library trustee reads to kids virtually and is very popular. Rachael will check. Sue thanked Rachael for the craft kits. Melanie has taken on that project.

Financial Report: Bill sent this to Celeste who forwarded it to board members. Checking account will have \$100 added to \$4583 total. Tomorrow \$100 will be withdrawn to go into petty cash. Securities account balance is \$103,148 which is down YTD. Town budget has money not spent as we did not pay a Library Assistant salary this year. Rachael still has some items including some books to buy. We will have about 16% of our budget left at the end of the year.

Building and Grounds: Nancy reported that Paul Graz donated all his time in evaluating and writing a report about the drainage system. Aho Gutters in Rindge has been contacted about gutters as they do work in copper reproductions which is what we want. No price estimate yet. He will talk with the Tin Company in Beverly, MA. about fitting gutters to the elbows so everything will fit together. We will need numbers by early January to write the grant. We also need a snow guard to protect the gutters from ice crashing down and a roofer would need to do that, which would not be covered by the grant. The gutters have to be on a flat surface so the crown molding would be removed and replaced with a flat painted board. The board will not show as will be covered by the gutters. The grants are awarded in May.

Remainder of cost not covered by a grant would have to be raised; either by a fundraiser, maybe the FDPL would help or use our own money. If project is too expensive we would have to do regular gutters. These are only for the front and sides of the original building.

Gordon Services sent a quote of \$23,000 for the drainage project.

Unfinished Business: A warrant article was written up and submitted with the civil engineering report attached. Bill will take our updates to the CIP meeting. Bill thanked for his work.

B. Walker reported that the MOU committee is waiting until after the holidays to continue working on the MOU and a letter will be sent to C. Monroe, the select board rep.

Holiday wreaths for the two library entrances were purchased by Gail but donated by the FDPL who we wish to thank.

Motion to adjourn: Jane Holmes ; seconded by N. Cayford. So moved. Meeting adjourned at 8:05 PM.

Next Meeting: January 13,2021 at 7:00PM.

Respectfully submitted:

Gail Bartlett, Secretary