

**FINAL**

**DUBLIN PUBLIC LIBRARY**

**Trustees Meeting 7:00 PM MAY 11. 2022**

(Meeting began at 7:04 pm)

**Attending:** N. Cayford (Chair), B. Gurney, J. Rizzo, M. Hulslander, R. Lovett (Director) , L. Abram (Alternate), C. Sprague (Alternate); **Regrets:**, B. Haire, J. Finnegan

**Minutes of April 13, 2022:** Motion made by N. Cayford/seconded by M. Hulslander to accept minutes. Motion passed.

**Gifts:** Gifts received included large number of booksale books for Library; old map of Dublin given by Melissa Rowe; box of craft supplies from Anna Ribaud; an anonymous gift of box of Legos; and ½ of the cost of purchasing the “meeting Owl” by Friends of the Dublin Public Library.

***Motion made by B. Gurney/seconded by M. Hulslander to accept all gifts received. Motion passed.***

**Announcements:**

N. Cayford and Woody Stockwell cleaned inside two light fixtures to determine whether it made a difference in visibility. Decided not to do more until receive lighting assessment from Tim Twitchell.

To prevent recurrence of mold in the lower level, the crawl space has been left open with dehumidifier running nearby.

**Director’s Report:**

Programs - Nobody attended the 3D Printing Program for adults that was scheduled in April, so D. DeWitt will discontinue, and go ahead with children’s program over the summer. Robert Goodby’s program on 12,000 Years in the Granite State drew 9 attendees (4 on zoom). Easter Egg Hunt had 12 participants. Ancestry.com drew 8 attendees (1 on zoom).

Friends of DPL Book Sale - Takes place on Saturday, May 14, and Library will have some tables and activities from outside organizations.

June schedule and beyond - Last day of regular children’s programming will be June 2, then summer reading will kick off on July 2 with an “Oceans of Possibilities”- themed party. Author Archer Mayor will speak at DPL on June 18.

We are closed on Monday May 30 for Memorial Day. Stacey will be on vacation from 5/20 – 5/31.

Director notes that electricity costs are rising predictably with the use of the dehumidifier.

**Interim Treasurer’s Report:** Financial report attached. Value of securities has declined with recent losses in stock market. One CD maturing this month, but no need to liquidate as there is sufficient cash or easily accessible invested funds for foreseeable expenditures.

***Motion to accept the treasurer’s report by N. Cayford/seconded by J. Rizzo, motion passed.***

R. Lovett will forward to J. Rizzo the donor names who have given to DPL in memory of Mary Edick, so the family can be notified (Robert Edick, Dooe Rd Extension, Dublin, NH)

**Buildings and Grounds Report:** no further update beyond lighting.

**Unfinished Business:**

Restoration of Art Nouveau lamp – work nearly complete.

Rot under floor in entry – N. Cayford spoke with Sterling Abrams about issue, and he agreed it needs to be taken care of. Nancy and B. Gurney will ask Abram to prepare a scope of work for the project which will be sent out for bid, and will be the basis for warrant article next year. Abram is welcome to bid on project.

Storm Windows – Capital Improvement Plan (CIP) calls for storm windows to be repaired/replaced as needed this year. Sterling Abrams looked at exterior of old building, and his opinion is that they look good and don't need work this year. N. Cayford will ask him when they should go back on CIP. R. Lovett asked about process for getting CIP funds. B. Gurney answered that depends on the amount – generally, if under \$5000 it will go into the Town Budget next year, if larger, it will likely require a warrant article. When budget presentation is made to Select Board, they will tell us whether it's a budget or warrant item.

Staff room lighting – Tim Twitchell will fix the staff room light when he is available.

**New Business:**

Paint for entry – Sample colors have been painted on entrance door and exterior wall, in preparation for exterior painting, which is on CIP for 2024.

New Trustees – Three people have expressed interest in the two open Trustee positions, one with term to end in 2023, and one to end in 2024. N. Cayford will ask them all to attend next month's meeting, so Board can meet them and vote on nominations.

Grant for LED lighting – Looking for someone to contact Consolidated and Eversource re grant for LED lighting.

Change in meeting time – Historic meeting time of 7 pm was to accommodate one Trustee who is no longer on the Board.

***Motion made by N. Cayford/seconded by B. Gurney to move regular meeting time to 5 pm. Meeting date will remain 2<sup>nd</sup> Wednesday of the month. Motion passed.***

**Strategic Planning Report:** Strategic Planning Subcommittee presented the Draft Strategic Plan (presentation attached), detailing recommendations for overarching goal of "Increasing patronage through optimized library experience" by:

- Increased use of library services
- Professional staff development
- Effective communications about library services

- Optimized space allocation and historic building preservation
- “Anywhere/anytime” access enabled by technology.

Subcommittee proposes that Trustees adopt the Strategic Plan draft at next meeting, and begin work on implementation and measurement, with a “post-covid re-launch” in the fall to build awareness of Library services.

***Motion*** to adjourn made by J. Rizzo/seconded by B. Gurney. Motion passed at 8:55 p.m.

**Next meeting: Wednesday, June 8, 2022 at 5 PM. NOTE TIME CHANGE.**

Submitted,

Julie Rizzo, Secretary

**Dublin Public Library**  
**Financial Report**  
**5.10.22**

**Peoples' Bank Checking** #2202001085

28-Feb	Beginning Balance	\$	6,768.52	
10-Mar	Deposit	\$	950.00	
10-Mar	Deposit	\$	2,929.17	
22-Mar	Check # 348	\$	200.00	Petty Cash
22-Mar	Check # 346	\$	735.36	Demco
23-Mar	Withdrawal	\$	64.42	New Checks
31-Mar	Interest	\$	0.08	
31-Mar	Ending Balance	\$	9,647.90	

**Savings Accounts**

31-Mar

Jonas Brooks	Gowing			General	Gowing	
Piper	Recognition	Hamilton	Farnam	Savings	General	Allison
\$ 879.75	\$ 1,006.87	\$ 535.95	\$ 515.66	\$ 562.11	\$ 542.64	\$ 1,301.20

**Peoples' Securities**

ACCT. # RCP-009377

1-Jan	31-Mar	30-Jun	30-Sep	31-Dec
\$ 113,162	\$ 106,807			

**Town of Dublin Actual & Budgeted Expenses and Encumbrances**

1-May

	Period	YTD		Balance	Percent
2021 Budget	Expenses	Expenditures	Encumbrances	Remaining	Remaining
\$ 127,646.00	\$ 7,694.35	\$ 44,016.80	\$ -	\$ 83,629.00	0.66

**Certificates of Deposit**

Fund	CD Value	Matures
Brooks-Piper	\$ 1,000.00	3/9/22
Gowing Recognition	\$ 1,000.00	3/9/22
Hamilton	\$ 1,000.00	3/9/22
Gowing General	\$ 2,000.00	3/9/22
Building Fund	\$ 3,000.00	3/9/22
# 4877189181	\$ 5,911.51	5/14/22