

FINAL  
**Conant Public Library Board of Trustees Meeting Minutes**

**Meeting Date:** September 09, 2024

**Attendance:**

Present: Jennifer Bennett, Ann Goodrich-Bazan (late), Mitty Johnson, Jeny Levissee, Thea Marsh, Kristin Landry, Jenn Howe, and Library Director Barry Deitz; Excused Absences: Mary Gannon, Kathy Morehouse

**Meeting convened:** 6:34 p.m. meeting called to order by Ann.

**Reports**

**Secretary's report**

Tabled until October

**Treasurer's Report**

See attached report. Jenn clarified that the amount under "Maintenance" was the expense for the shades installed in the meeting room. Mitty requested that this expense get moved to "Furniture/Equipment" so Jenn will update those two lines before finalizing. Mitty made a motion to accept the budget with the amendments as discussed; Kristin seconded. No further discussion; 7 yes; No abstentions; Motion carries. Thea made a motion that we use up to 75% of the interest from the Edith Atkins Fund annually; Mitty seconded. No further discussion; 8 yes; no abstentions; motion carries.

**Director's Report**

See attached report. Jennifer asked Barry if the Winchester Historical Society can do a spooky storytime for kids on a weekday before Halloween and he said yes. She will let them know to pick a date and let Barry know. Barry will need help with boxes of books at 8:30 a.m. on the day of the Pickle Fest.

**Committees**

**Museum Committee** - We briefly reviewed the topics discussed at the 7/24/2024 meeting, including the "Museum Environment Status" document and the "Proposed Storage Layout" document. We discussed the arsenic exposure risks associated with the library's taxidermy collection and the available options for dealing with this issue. We discussed the first draft of the museum's "Collections Management Policy." One of the goals of this policy is to build consistency between collection stewards through the implementation of standard, well-documented policies and procedures. This way, work done on the collection won't be lost

with each collection steward's departure, as has been the case up until now. Jennifer is going to email Amy Bond to ask her what types of insurance coverage we have for the library so that Annalise can complete the Collections Management Policy.

**Building Committee** - Did not meet, but no issues have arisen and repairs are up to date.

**Finance Committee** - Jenn met on August 22 with Ann and Dan and again on August 26 with Barry and Ann.

**Policy Committee** - No meeting or report

### **Old Business**

**Organ Restoration search** - Jeny is still having difficulty with the appraisers for restoring the Pratt organ. She will check in with the original contact who was referred to her by Sturbridge Village to see if he is still interested.

### **New Business**

Strategic Planning - Mary recommended that at our November board meeting we can discuss the Mission Statement.

**Meeting adjourned:** Jenn made a motion to adjourn at 7:50 p.m. Kristin seconded. No further discussion; 8 yes; No abstentions; Motion carries.

Next meeting is Monday October 21, 2024

Submitted by,  
Secretary  
Jennifer Bennett