

FINAL

Conant Public Library Board of Trustees Meeting Minutes

Meeting Date: July 8, 2024

Attendance:

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

Public Meeting convened: 6:35 p.m. meeting called to order by Ann.

Reports

Secretary's Report

Ann and Barry discussed the idea for projecting documents during meetings, but the projector isn't very high-tech to show document details, so that idea will not work.

Kristin made a motion to approve the 06/10/24 minutes with noted amendments, Thea seconded. No discussion; 6 yes, no abstentions. Motion carries.

From now on, Jennifer will attach the draft minutes document AND last month's final minutes with the edits made and the word "Draft" removed from the top. Barry will then put the final copy on the library website and print this month's draft to have it available to the public until it is approved next month. The page on the Town website for all the library minutes has disappeared. Jennifer will ask Karey Miner about it.

Treasurer's Report

Mitty asked about the negative \$13.95 on Revenue for Membership Dues. Barry couldn't exactly explain it. Jenn and Ann are finalizing this year's budget. Mitty made a motion to approve the Treasurer's report as written and place it up for audit, Thea seconded. No discussion; 7 yes, no abstentions. Motion carries.

Director's Report

See attached report. Barry got three new building keys. He gave one each to Ann and Thea, and the third will go in the lockbox.

Committees

Policy/Bylaws Committee - Mitty made a motion to ratify the first three sections of the Policy Manual; Jeny seconded. No discussion; 8 yes, no abstentions. Motion carries. Ann, Jeny, and

Kristin will meet to organize policies/procedures further.

Finance Committee - Met on June 17th and worked on the budget for the upcoming year. They will meet again on July 12th.

Museum Committee - Annalise, Jennifer, and Thea met about the Herbert & Louise Whitney Fund Community Preservation Grant. They provided her with the two pieces of information she was missing to complete the grant. If awarded the money will go toward storage for oversized books and for the cataloging software. The appraiser for the organ asked for the restoration documents for the organ, and hasn't responded since Jeny sent them. She has sent emails and telephone messages. She went online to the historic organ database looking for a new appraiser. She got in touch with two people who gave several recommendations for organ companies /appraisers. John Roper came and looked inside the organ to check the condition of the "stops," to hear the sound of the pipes, and to see if the kind of work that was done in the past was historically informed. He said the Henry Pratt was restored in a historically informed way, but the smaller organ was not. He also took photos to add to the organ database and suggested that at some point it would be good to get it cleaned again.

Building Committee - Mitty went to see Amy at the Town Hall about bringing in someone to inspect the roof for loose or missing slates, and the spot where the water comes down. Amy recommended that the committed write a letter to the Board of Selectmen requesting the inspection and explaining why it is needed. Amy had the locksmith come and check the back door lock and he said it looked fine to him. Mitty had Barry purchase 3 new keys. He tested them and they work fine. The electrician came. He thinks the front hall light fixture needs inspection which is why it isn't working, so he will come back and do that. The other issue is that the circuit breaker keeps turning off, but he doesn't think it's due to faulty wiring so we just need to check the breaker if lights are going off

Old Business

Email Addresses - Barry deleted all the email addresses and redid them again.

Meeting adjourned: 8:00 p.m. Thea made a motion to adjourn. Kristin seconded. No discussion; 7 yes; no abstentions. Motion carries.

Next meeting is Monday August 12, 2024

Submitted by,

Secretary
Jennifer Bennett