

Brown Public Library Board of Trustees

Minutes March 23, 2021

Present: Maryann Beaupre [President/Chair], John Stevens [Treasurer], Cyndy Bushey[Vice President], Gail Hall[MAL], Dale Kunkel [MAL], Kelli Ann Sutton [MAL], absent Tossy Garrett {Secretary}, Kathryn Szelag [Deputy Director], absent Sherri Brickey {Librarian}, Guest Brian Wernecke [Representative of Gordon's Window Décor).

5:07pm Meeting called to order by Maryann

5:08pm Approval of Agenda. Addition of Chris Crain's visit regarding his mother's gift to the library.

5:09pm Approval of previous minutes. No discussion. Gail moved to accept and John seconded, voted and moved.

5:10pm Presentation by Brian regarding shades for 13 windows in the front adult section of the library. Brian explained the different options available for the shades and mechanisms for control. He recommended the bronze finish to blend with the stain. There are single and double cell honeycomb shades 4.5-5 R factor depending on the purpose: blocking sun glare, preserving building heat. There are 4 options for controlling the shades starting with continuous cord loop to battery operated with electric recharging or solar. It will take 10-15 minutes each morning and evening to operate the shades. Maintenance of the shades is minimal. Vacuuming to remove dust. The batteries need recharging. Brian will send samples of colors and shade options to John. He left an estimate with John which John has not opened. John will open the quote and email the board the quote. In discussion, it was stated the library complex uses approx. 300 gallons of fuel per week. Some members were concerned with the historic preservation of the room. Brian left the meeting at 5:35pm.

5:36pm Treasurer's Report. John reported all personnel are working regular hours with the exception of Sonya. Painting was \$600 over the estimate due to plaster needing repair (\$9600.00). Financially we are on track with bills and investments. Dale moved to accept the Treasurer's report, Kelliann seconded; voted and moved.

Librarian's Report: It was read in Sherri's absence. No discussion or concerns.

Old Business. Tabled Rebecca's class discussion until next meeting.

John has some left over stain for touchups as needed and for the front door. We will consider a brass plate at the base of the door to preserve it from further damage due to foot damage.

Discussed state regulations for opening the facility. Maryann shared what she knew of the regulations. 100 sq feet for each person present and masking. Basically, it will be at the discretion of the library director. Tabled further discussion until Sherri is present.

New Business. Discussion of the blinds was tabled due to members concerns. What is the purpose of the blinds: glare, heat? Gail would like an energy audit before shades are purchased. Perhaps there are

other factors with the heat loss. In the areas of glare, circulation desk, Rebecca's computer shades could be replaced in those areas. The historical aspect of installing the shades in the adult section should be explored. Sherri will be putting Energy Committee Survey slip in each patron's book bag to encourage their input.

Other Business. The plexiglass needs to be reinstalled on the windows. It was not replaced when the outside of the building was painted and the draft was quite noticeable this winter according to Kathryn. The plexiglass should be replaced with new. John will investigate the cost and installation.

Gail proposed we hire someone to update our website. Members concurred that this is a viable concern. Kelliann recommended George Silowash for whom to contact. Kelliann will contact George regarding this project.

Chris Crain will visit the library this week regarding possible uses of the money his mother bequeathed the library. Suggestions were upgrading the furniture in the reading area in the adult section. Rebecca suggested passes to ECHO, Montshire, etc..

Cyndy requested the following to be placed on April's agenda: cleaning the air conditioning, updated calendar and committees, staff evaluations.

Public comment. No public present.

6:15pm Meeting adjourned. Moved by Kelliann, Dale seconded; voted and moved.

Minutes by Cyndy Bushey in lieu of Tossy's absence.