Brown Public Library
Board Meeting October 20, 2026

Present: Dale Kunkel, assistant treasurer; Gail Hall, member; Denise MacMartin, secretary; Maryann Beaupre, chair; Nancy Peck, member; Jill Donahue, member; John Stevens, treasurer; Sherri Brickey, librarian.

4:00 pm: Meeting called to order by chair, Maryann Beaupre.

Previous minutes: Motion to approve the September minutes made by Dale, seconded by Jill. Motion passed. Nancy abstained.

Treasurer's report: It was a fairly standard month. Motion to approve the treasurer's report was made by Jill, seconded by John. Motion passed.

Librarians' report: There were 13 new patrons for the month. Visits are down, which is due at least in part because of the start of school. It has been busier than usual for Inter-library Loan. There were a lot of volunteer hours logged in September due to the Labor Day book sale. The tech classes are going well and will resume again on November 8.

The youth librarian conveyed a meeting of young people to discuss the purchase of some new toys and games. Additional funds have come through the Clif grant and these will be used to cover the purchase of some new books. The annual Halloween party is coming up and it is always a popular event.

Old Business

The new chairs and storage rack for the Community Room are on order.

Nancy reached out to Jason Enders regarding a library logo that incorporates the "new" Northfield logo. Jason is willing to help for a nominal fee not yet determined. Nancy will continue conversations regarding cost and scope of the project.

The Visions Committee (Nancy, Jill, and Gail) met once and are getting started on composing ideas to share with the full board.

John received word from Xfinity that they will provide free internet service. We do not know the quality of the service as they are a new provider, but it is assumed it will be equal to what was provided when under the ownership of Trans-Video, Inc. John acquired a quote from TDS for comparison, and there would be a monthly charge plus a fee for initial equipment.

Sherri contacted a locksmith to look at the bar on the downstairs door. His assessment was the cylinders are getting worn and we should consider replacement.

New Business

With the temporary absence of the person who had been doing odd jobs there was discussion about hiring a replacement. This would be for things that come up from time to time, and also to cover in cases where the town cannot get to something as soon as needed (for example, shoveling the stairs and walkway prior to opening).

Following the discussion of a handyman, there was general discussion of what tasks are the responsibility of the town and how those get covered. The board would like to have a clearer idea of what is to be done by town employees and what services are covered by contracts that are through the town (our cleaning services). In some cases, staff and/or volunteers have taken on duties which may be covered, or have assumed something is covered when it isn't. Having the specifics clarified will help everyone understand roles and responsibilities and plan accordingly.

There was discussion about the dehumidifier and possible replacement of the filters. The trustees will look into this further after a physical inspection.

The proposed budget will be presented prior to next month's meeting where we will discuss and make decisions in order to submit it to the Town in a timely manner. Nancy asked about planning in the budget for any increase we may need to continue to maintain security on patron computers. Dale clarified the current measures and there was general consensus that additional AI usage should not be a concern in this area at this time.

Other Business

The annual appeal letter is expected to go out by the end of the month or the first week in November. This is a little earlier than usual so thank you to everyone who helped with this effort.

The Friends of the BPL are making progress and new members are working on calling a formal meeting to organize.

John reported that an extension has been filed for the IRS 990 form.

Next meeting is Tuesday, November 17, 2026.

Adjourn 4:45 pm: Motion by Dale, seconded by Nancy. All approved.

Respectfully submitted,
Denise MacMartin, Secretary