

## **Brown Public Library Board of Trustees**

### **Minutes – 3/18/25**

Present: Maryann Beaupre (President, Chair), Denise MacMartin (Vice Chair), John Stevens (Treasurer), Tossy Garrett (Secretary taking minutes), Dale Kunkel (assistant Treasurer), Sherri Brickey (Director), Arriving at 4:30: Gail Hall (MAL), Kelly Murch (new board member).

**4:14- Meeting Called to Order (Maryann).** Agenda review.

**4:15- Previous Minutes (Tossy).** John moved to accept the minutes of the Feb meeting, Denise seconded; voted & approved.

**4:15- Treasurer's report (Dale).** Bills have been paid, things are going smoothly. There is a charitable trust asking for some information for a donation, it doesn't seem fraudulent, will know more next month. There is a Certificate of Authority from this trust for Maryann, Denise and Tossy to sign, this was completed. Tossy moved to accept the Treasurer's Report, John seconded, voted & approved.

**4:17- Librarian's Report (Sherri).** We only had 6 new patrons in Feb, but item checkouts were stable. Our annual appeal is over \$14,800 now. February is generally a quiet month, but we have poetry readings and other events scheduled through the Spring. Youth events are also ongoing, including the restart of the Lego Robotics club. We discussed library officers (will decide next month when everyone is here), and decided to change the meeting time back to 5pm.

#### **4:21- Old Business:**

- 1. Glass in the Yard-** Sherri picked up the glass on the ground. Tossy reported that she met with Jeff who was confused about previous conversations regarding plexiglass in the upstairs windows vs. downstairs. John will follow up with Jeff to clarify that we are asking the town to take care of installing plexiglass for the downstairs windows only.
- 2. Patron Computer Chairs-** Sherri reported that buying new chairs is minimum \$69.99 from Staples, we need 8 chairs (6 patron and 2 office). We do want them to be matching and in good shape. The mesh backs don't tend to hold up very well, a solid back will last longer. We decided to order a couple chairs for the office area and we can test them out before ordering more. Gail moved to take money from the building fund (up to \$1000) to purchase two office chairs for the library, Dale seconded. Voted & approved.
- 3. Shoveling & Mat by door-** John said that there is not an outlet right by the door, and we don't know whether the door will open over the mat anyway. Sherri mentioned that she prefers a roof as a more permanent solution (also for rain), Tossy clarified that the mat would just be a temporary solution so we can remain ADA compliant. John will approach the town about constructing a roof. Kelly had questions about the nature of how we take care of the building and how we approach the town about something like this roof to keep the ADA accessible door operable. We are hoping that we can get it taken care of this summer, but if not we will have formal conversations with the town about adding to budget (this would be for 26/27 budget year).
- 4. Wifi & Community Room –** John talked to RB Tech again, and we are supposed to start around April 10 to take care of the TV and other things there including the chairs, ceiling tiles, instructions on how to use the thermostat etc.

#### **4:41- New Business**

- 1. Roof over handicap door-** see above discussion under #3 Old Business, Shoveling & Mat.

2. **Downstairs Chairs-** there are 5 unused office chairs in the community room that Tim Schwartz provided from the Grange, but the selectboard didn't want them, and Sherri also felt they were mostly too light-duty for library use. Fabric-covered folding chairs and a rolling caddy would be a good solution to replace the aging and cumbersome stacking chairs.
3. **Use of Mason's Donation-** there were no stipulations about how or when to use this. The board can't think of anything pressing that we need to use it for. Sherri mentioned that our nice printer/copier no longer has parts available so when it breaks we will need to replace it. Maryann thought that might be how HP works, since the senior center had a similar issue with an HP printer.

**4:58- Other business:**

Sherri raised an issue about library garbage, and would like the town to come pick it up every 2 weeks at a minimum. Keeping it in the boiler room for extended periods (until Sherri calls them repeatedly) attracts mice and is generally unsanitary. This last stretch between pickups was so lengthy that we could barely open the door to the boiler room due to all the trash bags. The town has other buildings that they take care of, and we would like to be on the same schedule. Sherri is also working on the seed catalog for the library and has had a couple donations from companies.

**5:01- Public Comment:** no public present.

**5:02 –** Dale moved to adjourn the meeting, John seconded; voted & moved. Meeting adjourned.