

Brown Public Library Board of Trustees

Minutes – 2/18/25

Present: Maryann Beaupre (President, Chair), Denise MacMartin (Vice Chair), John Stevens (Treasurer), Tossy Garrett (Secretary taking minutes), Kelli Sutton-Bosley (MAL), Gail Hall (MAL), Absent: Dale Kunkel (assistant Treasurer), Sherri Brickey (Director).

4:23- Meeting Called to Order (Maryann), Agenda review. 2 changes- to Old Business we added a discussion of Rebecca's new hours, and to New Business the library's acquisition of a boom box.

4:26- Previous Minutes (Tossy). John moved to accept the minutes of the Jan meeting, Gail seconded; voted & approved.

4:27- Treasurer's report (John). Everything is on track. Dale is almost up to speed on the Treasurer's duties. We have the \$25,000 from the Masons, which is in a CD, but we should discuss what we want to do with that. We will put it on next month's agenda. Denise moved to accept the Treasurer's report, Kelli seconded; voted & moved.

4:31- Librarian's Report (Sherri). Sherri is out sick so not present. John mentioned that Tammy Hale was offered and accepted \$18/hr in her position so she will be starting soon. We all read the Librarian's Report, and it looks good. We talked about book deliveries, and Gail told us that Sherri does most of the drop-offs, with occasional volunteer drop-offs as well.

4:34- Old Business:

- 1. Wifi & Improvements in Community Room** John asked Jeff about this again, and he said the town is planning the Community Room renovations after town meeting.
- 2. Glass in the Yard-** Maryann called Jeff about this again, but she has not heard back. Tossy will follow up to see if we can get a date on the calendar for this cleanup in early spring.
- 3. Patron Computer Chairs-** we haven't heard from Sherri about this, will discuss again next month. There is a keyboard that is getting worn out, we approved purchase of a new one (they are approx. \$20).
- 4. Rebecca's hours-** We had changed Rebecca's hours from 25-30 hours per week, but it was pointed out that at that threshold we need to offer medical coverage. Rebecca does not want this situation. We reduced her hours to 28 per week, and increased her pay so it is the equivalent of 30.

4:41- New Business

- 1. Shoveling the library-** Sherri asked for this to be discussed. She has had to shovel herself, as has Rebecca, since there is no reliable removal by the town. The downstairs door also hasn't been properly cleared and the remaining snow turns to ice and impedes the door. We have discussed this with Jeff about whether this is a library responsibility or a town responsibility with no resolution or decision. John thinks it is a town responsibility. Gail mentioned that the town sidewalk plower does a good job with the sidewalks leading up to the steps, which seems to indicate that this is a town job. The handicap door being obstructed is also a legal issue; if it doesn't work properly it is violating a law. Aside from that, we have patrons that need and use it. Kelli clarified that if someone were unable to access the library due to inaccessibility and decided to sue, they would be suing the town not the library, which is an indication of whose responsibility this is.

2. **Roof over handicap door-** installing a roof over the door would help prevent it from icing up. There is snow that comes down from the upper roof and adds to the natural snow load. Kelli mentioned that they make heated mats for situations like this; as a measure of good faith we could purchase and install one of these then ask the town to take care of the more permanent options like snow removal and roof. Tossy moved that we approve a purchase of a heated mat for keeping snow clear of the downstairs door, John seconded; voted & approved.
3. **Downstairs Chairs-** The stacking chairs downstairs are not the library's possessions. John reports that they are town chairs. They have been in use for a long time and many have started to come apart. Jeff has said that he will have them fixed, but that would probably cost more than buying new chairs. Tossy thinks that since they are town chairs in a town space, the library shouldn't get mixed up in it. As they break we can pull them out with a sign, and the town can manage them as they see fit although we think the town should replace them. There are other maroon office chairs that had been set up for the selectboard, who declined to use them in favor of their existing chairs. We can bring those up to replace the broken patron computer chairs since they were from the same acquisition as the current computer chairs.
4. Rebecca talked to Gail a few weeks ago, and had a patron who needed a boom box for her event. Gail checked with the Friends and used those funds for the purchase- it is now available for use in the library (youth programming etc).

4:58- Other business: This is Kelli's last meeting, thank you Kelli for your service! Tossy will also be looking for a replacement due to change in schedule this summer.

5:02- Public Comment: no public present.

5:02 – Kelli moved to adjourn the meeting, Denise seconded; voted & moved. Meeting adjourned.