

**Brown Public Library
Board Meeting April 21, 2026**

Present: Dale Kunkel, assistant treasurer; Gail Hall, member; Denise MacMartin, secretary; John Stevens, treasurer; Maryann Beaupre, chair; Nancy Peck, member; Sherri Brickey, librarian; Rebecca Pearish, children's librarian. Absent: Kelly Murch, vice-chair.

4:05 Meeting called to order by assistant treasurer, Dale Kunkel as chair was delayed in arriving.

Previous minutes: Revised minutes having not been received by members the approval of minutes was tabled until May.

Treasurer's report: In summary, RB Tech has been paid for the work they've done over the past several months. Nothing unusual occurred for expenses or income. Reports had been distributed prior to the meeting. Denise moved to accept, Nancy seconded. Voted and approved.

Following the treasurer's report there was discussion of anticipated upcoming expenses. The protection for the windows (from weather and future roof replacement work) will be necessary and not an expense that the town will cover. There was discussion of plexiglass vs. lexan. John will get more information on each. Nancy moved that we designate \$25,000 from the building fund to be used to cover this expense when it occurs. Dale seconded. Motion passed unanimously. There were also questions about the status of the HVAC project and if the town has committed the funding. John reported that the interim town manager signed the contract but the work schedule is unknown. John will follow up and forward details when available.

Librarians' report: Sherri summarized activities from the past month. Vermont Forest Cemetery, the green burial option in Roxbury, has been invited to come and give a presentation. They would like to do this a bit later in the spring so that participants could visit their site more easily. Sherri will continue to be in touch with them. An issue that is ongoing is the handicap door. It can be locked only with keys used by the librarian and children's librarian. This means it has to be locked when the library closes, leaving it unusable by outside groups using the community room. This does not seem acceptable to the board and a solution needs to be found to comply with ADA requirements. A designated board member will speak with the new town manager once she is settled in her new role.

Rebecca reported that March was a quieter month for children's programming, but there have already been many activities for April which will be reported at May's meeting.

Denise asked if statistics on Libby loans from patrons using BPL cards has ever been collected. Sherri said information is available and she will gather information to report in the future. Nancy asked if we have done customer satisfaction surveys in the past. There

was discussion about when and what we've done, with general consensus that it may be time to do another survey as we consider ways to reach groups which underuse the library. Rebecca explained how library use by the homeschooling community has increased and what services she provides geared particularly to them.

Funds Request: Rebecca requested funds of \$500 to purchase new toys for the children's area. Many current items are in poor condition or no longer useable. She shared several ideas, but for final decisions would like to gather input from parents and caregivers. Dale moved to provide \$500 from the Weiss fund for this request. Gail seconded. Motion passed unanimously. Rebecca also requested funds to upgrade the graphics capability for making flyers, etc. There is currently a free version of Canva being used and this request would upgrade is to the first level of a paid version. Dale moved to buy one year of the basic pro plan for \$150 as an initial trial of its use. Denise seconded. Motion passed unanimously.

Old Business

All new computers for patrons are now here and installed. The printer has also been set up. Locks have been ordered.

The staff/volunteer appreciation event has not been confirmed and discussion on possibilities stalled after last month. Nancy volunteered to follow-up on the idea of flower arranging through Kennedy's Flowers.

There was discussion of the ongoing issues with the ceiling tiles. There was discussion about how to better facilitate work between the library and the town as custodians of the space. Nancy will work on this with the goal of presenting a solution to the select board.

John reported that Tom Davis has assured us that the chimney repair will happen as part of the roof project as the chimney is integral to the historic preservation of the building, even if it is no longer a functioning chimney.

New Business

There was discussion about the need for a new tech plan. The one done 2-3 years ago is already outdated. Dale volunteered to write a new draft tech plan.

There was discussion about the best approach to crafting a new long-range (5 year) plan. Maryanne will contact the former secretary, Tossy Garrett, to see if she has an electronic copy of the previous long-range plan as well as the policy book.

The light poles are on the spring schedule of the electrician.

The upstairs furniture in the reading corner is in need of replacement. Sherri presented an option for replacement of the two chairs for now. Dale moved to purchase the replacements, using building funds. John seconded. Motion passed unanimously.

Nancy suggested getting rid of some bookstore furniture not being used. She will meet with Peggy and they will devise a plan.

The Community Room chairs have continued to deteriorate. Recently a child was injured on a broken chair, and there have been screws found on the floor from chairs that are coming apart. The board has chosen the blue chairs that John proposed as the preferred replacements. Denise will draft a proposal for the town regarding chair replacement.

Nancy proposed planting a new tree in the front. There was discussion about where the funding would be found for this. One possibility is the Friends of the BPL budget. No decision was made after some discussion about limited funds in the Friends budget and past donations of plants. There will be further discussion at a future meeting.

10:28 Adjourn: Motion by John, seconded by Dale. All approved.

Respectfully submitted,

Denise MacMartin, Secretary