**Brown Public Library**
**Board Meeting May 19, 2026**

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

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

**Previous minutes:** Motion to approve the April minutes made by Dale, seconded by John. Motion passed unanimously.

**Treasurer's report:** RB Tech finished working on the patron computers. The bill for the scholastic purchase (made in October) was paid. Two new chairs in the reading area of the library were ordered, received, and paid for. The annual IRS form 990 was filed by the deadline. Motion to approve the treasurer's report made by Gail, seconded by John. Motion passed unanimously.

**Librarians' report:** Sherri gave an overview of the issues of the outside handicap door still not working. Only she and Rebecca have keys that currently work to lock the bar which presents a problem when the Community Room is used by outside groups. John offered to check on the key situation and find someone to fix it. All agreed this needs to be done soon.

Someone from Vermont Forest Cemetery is coming on May 30 to give a presentation.

The youth librarian had a busy April with many events. Beyond the usual events, there was a very successful Welcome Baby event and a teen advisory board meeting.

**Old Business**

The heat is now off and air circulators are on. The interim town manager signed a contract with Control Technologies and work on the heating/ventilating system should be happening soon.

Nancy has found library-themed tote bags to give as staff/volunteer appreciation gifts. There was a consensus that these were a good option and Nancy will order 15 bags. Nancy volunteered to coordinate the staff/volunteer appreciation event and she will be in touch with board members by email after considering possible dates and times.

There was discussion of the ongoing issues with the ceiling tiles. Dale volunteered to look at this project and see if it can be done in-house.

There was discussion of the chimney repair that is needed prior to the roof replacement. It has been our understanding that it is part of the roof replacement grant. Sherri will check on timing for both chimney and roof work.

Dale presented a draft of a new 3-year tech plan. The plan included a projection on when staff computers will age-out (in 3 more years) and when current printers will likely need to be replaced. There was consensus that the printer behind the circulation desk will need replacement soon. The large Canon printer is also aging. Dale reported that we do not need to budget for these yet, but need to be aware that in 2030 we will need to start budgeting for replacements.

There was discussion on what should be included in a 5-year plan. Sherri will do some research and circulate that last 5-year plan for board members to review.

The light poles should be done by the end of the month.

The two new chairs arrived for the reading area. John and Dale volunteered assemble them.

Nancy confirmed that we can dispose of broken Community Room chairs (without removing the cushions) at the school recycling event. John and Dale will coordinate moving the chairs that are ready to be recycled.

The chair replacement proposal was discussed. Maryann will take the proposal to Mary Smith, the new town manager. This will also be an opportunity to start a conversation about how to best work with the town going forward.

A quote for plexiglass protective window covering was obtained for the amount of $45,000. This was much more than the board had anticipated. John will check on who is responsible for this kind of expense as its for the outside of the building and not for a library service.

5:00 Adjourn: Motion by John, seconded by Dale. All approved.

Respectfully submitted,

Denise MacMartin, Secretary