**Allenstown Public Library**

**Meeting of the Board of Trustees**

**59 Main Street**

**Allenstown, NH 03275**

**February 21, 2023**

The February 21st meeting of the Allenstown Public Library Board of Trustees was called to order at 5:09 PM by Jeff Venegas.

**Present:** Kathleen Pelissier, JoAnne Dufort, Amanda Seibel, Jeff Venegas

**Absent:** Betsi Randlett

**Items:**

* Review and discuss acceptance of meeting minutes for 1/24 meetings. January is approved and can be posted.
* Reviewed Director’s report and items from the agenda
  + Outside sign updates- Outside sign is in rough shape. Betsi has put out quotes and is in communication with about 5 different companies. Would like to start at $2,000 installed. Betsi would like to go with one similar to the one we have now. We are good with what Betsi likes and she will get some more examples to bring back to the trustees. Betsi was having issues getting estimates so Kathleen would follow up as well. Can we get bear attached to the new signpost too? Any updates here? Jeff may know a sign person and will look into this as well. Jeff is texting his contact now to see if he can get an answer. Can Betsi give us an update next meeting as well?
  + Future collaborations with Pembroke library- potentially summer programs and not overlapping with programming. Could we get a $10 pass or cheaper card for Allenstown residents? What do they use to check out books? Pembroke director is speaking to his trustees about a discounted card price at his upcoming trustee meeting. Pembroke uses Biblionix for their ILS, it costs twice as much as what we use which is Atriuum. About two weeks ago Kathleen reached out via email when they send her advertisements and mentioned it as well. Kathleen will follow up as well and report back next meeting.
  + Any questions on credit card policy Kathleen sent? Town authorized us with a credit card policy- would be in towns name but it was the library’s card- If Betsi’s workaround is working we may be all set? Touch base with Betsi next meeting. Amazon may have a few services they used to charge for that they may not now.
  + Book dedication to babies born in the year follow up- Kathleen can give out info when people come to town hall with birth certificate list should we begin this. Hill library got back to Betsi about how the dedicate the books for the babies born during the calendar year. Buy a book for each baby and then present the book and hire a performer for after the ceremony. Betsi will see if she can get a cost estimate from them on what about they spend. Betsi will resend an email to them. Any updates here? Haven’t heard back yet, planning to just call. Mandy can also call to see if she can get anyone if needed. Will ask Betsi next meeting.
  + Holiday schedule- Kathleen and Betsi thought we should follow the towns holiday schedule. Library is only open 3 days a week. Kathleen posts the holiday schedule for the town hall at the start of the year, so all are aware. Most thought the library may be closed on election day and veterans’ day. Perhaps posting the library holiday schedule at the same time and we as a board meet ahead of time to flush out and discuss any questions before it gets posted. Betsi will take the list from Kathleen and float by the ones that may be questionable at the next meeting so we can look it over. Are other libraries open on Presidents Day? Pembroke was closed all day Monday. We are good with the other dates but want to revisit Presidents Day for next year. We will revisit the holidays each year in the November meeting as the day shifts for some holidays.
  + Downstairs area- and lighting updates- Anything new to share? Electrician has been contacted, trying to work out schedule.
* Pie and the sky for downstairs- Could have tabletop game area downstairs- area rugs to put down there- floating floors? Redo floors on both sides and be more appealing. Can reserve the room potentially? Could we apply for another grant for this? Take the two rooms down there and remodel them- Book clubs, gaming room? Creating a welcoming environment- need to buckle down if we are going to do it as we have been talking about it for a few years. Right now, it is hard to know there is an area with books down there since it is placed behind the desks. Can we get a sign? Vacuuming schedule?
* Mandy asked if at the March meeting she/we can get an overview of the library- Day in the life of. Being new to the team, she is not aware of the day-to-day operations and schedule of the library- what each person does at the library etc.
* The next Library Trustee meeting was scheduled for Tuesday, March 21st, at 5PM at the Allenstown Library.
* The meeting was adjourned at 6:00. Motioned by Kathleen and seconded by Jeff.

Respectfully submitted,

Amanda Seibel