**Allenstown Public Library**

**Meeting of the Board of Trustees**

**59 Main Street**

**Allenstown, NH 03275**

**March 21, 2023**

The March 21st meeting of the Allenstown Public Library Board of Trustees was called to order at 5:10 PM by Jeff Venegas.

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

**Absent:**

**Items:**

* Review and discuss acceptance of meeting minutes for 2/21 meeting. February is approved and can be posted.
* Reviewed Director’s report and items from the agenda.
  + Outside sign updates- Jeff talked to sign connection. His contact is willing to help us out. Just need to know what we want. Leaning toward what we have currently but updated. Can we have Betsi get measurements and how high we have to have it. Is there a town ordinance on signs? We don’t think so. Ask is for Betsi to decide on the wish list and then we can give that and the measurements to Jeff. Can have the logo on it as well? When we get that line of communication established contact can start working with Betsi. How fast do we want to move on the sign- list doesn’t have to wait until next meeting and can be sent to Jeff. Then depending what info Jeff/Betsi get, we can talk about next meeting and can vote. Company does not have any time constraints that we know of. Won’t spend without voting. Design would also go to committee. Bear would be separated from the sign cost if we want to and dependent on cost. Can we have them also quote a sign for downstairs too? Bathroom sign as well? Perhaps we can get that on Amazon?
  + Future collaborations with Pembroke library- Pembroke is willing to let Allenstown residents pay $15 for a library card. Normal card is $30. For Allenstown, it is $10 for everyone. What do we want to do with this information on cost for resident? Would post on Facebook, website and let Derik know as well.
  + Looked into Amazon business and it seems like it could be a useful option for us. However, you have to purchase a more expensive option of Amazon prime. As our prime account just renewed a week ago, we may need to wait. Betsi will try to see if we can apply our Prime payment to the new business account. Current way we are ordering makes it a little more challenging as opposed to the monthly bill. With a credit card bill you can wait and pay at the end of the month. Sherry would apply for credit card for us if that were the route we decided to go. If there is something that we can make it easier and can pay all bills on one card. Decided to vote to get a credit card for the library to move this forward.
  + Book dedication to babies born in the year follow up- Copying Hill’s baby program would be about $700- closer to $1,000. Looking into new ways to celebrate new births. If we are already buying children’s books, can we just use those to dedicate with a dedication in those books? Keep in library and then when we may want to rotate books, we can offer the book to that family. Bookcase with dedicated books for the years to the baby. Postcard that we could mail to parents. Get town report every winter and do ceremony Feb. vacation week?
  + Downstairs area- and lighting updates- Electrician has taken more exact measurements and is trying to source custom LEDs as the ones he originally intended to use have gone up significantly in price. Do not have the money yet for the grant we got for downstairs. Timeline is changing as checks are not out yet. Betsi will provide us what she wrote for the grant. Factored in rugs and not flooring. Grant is for $3,000. Do we need more storage to get the clutter out leading downstairs? Some toys are prizes for summer reading. Once that is gone that will make a huge difference. Could some of the craft things go downstairs as well to free up more space? Requested a locking cabinet in grant for extra storage.
  + Vacuuming schedule? Gwen took over vacuuming and it is whenever it is needed. Jeff has some rugs to donate that may help. Let’s look at different vacuums as well as the one we have is not working. Price this out so we can make a decision on a new vacuum. Cordless may be ideal. Vacuuming once or twice a week would be ideal. Jeff looking at a referral for once-a-month cleaning and then we can vacuum in between.
  + In the April meeting can we get an overview of the library- Betsi present a day in the life of the library. What does each person do etc. Each work 22 hours a week.
  + Got $250 from the Walmart in Raymond for summer reading and a collection of librarian reference books worth $936, most will be for employee or trustee reference.
  + Thanks to Jeff and his daughter Emelia, we have our toys back out and have had an enthusiastic response from our younger patrons. Can we send a card to Emelia? She will do two more weekend of community service so we can make a list for her to help.
  + Planning for summer reading has begun. Trying to get Mr. Aaron, a popular musician, for our kickoff event. Theme is “All together now.”
* The next Library Trustee meeting was scheduled for Tuesday, April 18th, at 5PM at the Allenstown Library.
* The meeting was adjourned at 6:08. Motioned by Mandy and seconded by Jeff.

Respectfully submitted,

Amanda Seibel