

Allenstown Public Library
Meeting of the Board of Trustees
59 Main Street
Allenstown, NH 03275

February 22, 2024

The February 22nd meeting of the Allenstown Public Library Board of Trustees was called to order at 5:08 PM by Jeff and seconded by Mandy.

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

Absent:

Public attendees:

Items:

- Review Director's report and items from the agenda.
 - Betsi has \$10,000 to replace the AC units with a more efficient one. The check should arrive next week, and calls are out to 6 different companies to come and give us quotes. Two are scheduled for next week and two came today. Only have number from one so far which is \$11,200. Wiring is in the closet across from the bathroom. Do need to be energy efficient as well as that was part of the grant. We are all thrilled with the success of the grant writing.
 - Running a book winter scavenger hunt to get kids interested in new non-fiction books from the CLIF grant. They can win a stuffed penguin and is happy with participation so far. Most have checked out new books. Ten have participated so far.
 - Have new signs in for juvenile non-fiction from a library supply store. Stand out from books and also has pictures.
 - ARD art classes have visited again, and we have new art up for display.
 - Check ready to go for NHLTA, just need Mandy and Kathleen to fill out form. Both filled out in meeting.
 - The Pioneers have given us 100 pairs of new socks that are out for everyone to take.
 - Asking multiple seed companies for free seeds to replenish supply. So far 4 companies have donated 368 packets of seeds total. Looking for a new or fun way to display them. Mandy suggested "Reading helps you grow".
 - Flipped the books on the bottom shelves to make their spines easier to see and read. So far it seems to be helping.
 - Patron Visits- 144. Checkouts- 330. Online checkouts-198. New patrons-3. Spice kits taken-15. Crafts taken- 30. Facebook- 2,178 people reached, 314 post engagements.
- Review roles and responsibilities of trustees. They are on the website. We will update bylaws, roles and responsibilities in March meeting and then sign by April meeting, put in binder and repost.
- Following up on this idea: 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? Betsi wondering who at town hall will get her the information but should be able to get it after the election, revisit May 14th.
 - Small bookcase for dedicated baby books every year
- Need to review some policies that are listed on website- tackle a few at a time to see if they need to be updated. Betsi to send us an email with suggested updates on the below that we can look over for the below. Betsi will create a binder with these as well, so it is easier for our review.

- o Cash collection, what is computer fund?
- o Donation policy who does it go to? Perhaps Discovery books?
- o Do we still use the CREW method on replacing inventory. (Weeding method for books, remove old and replace with new).
- When library closes early or staff out/WFH- the person contacted will or Betsi will send a quick email to all trustees, so we are in the loop. Can Gwen fill in when Betsi is not able to come to trustee meeting? Could Gwen sit in with Betsi in an upcoming meeting to see the flow of the meetings? Does not think Gwen would be interested in sitting in. We want the voice of the library in the meetings but do not think Gwen would want to do that or be interested in it.
- Betsi won a \$300 grant from CLIF that will be used to purchase Squam Lake Science center passes for 2024. Can Betsi let Jeff know the details on this so we can promote? Betsi will follow up with Jeff on this. This was given to Jeff.

The next Library Trustee meeting was scheduled for Thursday, March 14 at 5PM at the Allenstown Library. Motion to adjourn was made at 5:43 PM by Jeff and seconded by Kathleen.

Respectfully submitted,
Amanda Seibel