

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

March 14, 2024

The March 14th meeting of the Allenstown Public Library Board of Trustees was called to order at 5:00 PM by Jeff and seconded by Mandy.

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

Absent:

Public attendees:

Motion to accept minutes Jeff and Kathleen seconded.

Items:

- Agenda minutes from February 22 meeting were reviewed and ready to be posted. Jeff moved to accept the minutes and Kathleen accepted.
- Review Director's report and items from the agenda.
 - Patron Visits- 209. Checkouts- 407. Online checkouts-194. New patrons-8. Spice kits taken-15. Crafts taken- 26. Facebook- 1,768 people reached, 250 post engagements.
 - The Telephone Pioneers have agreed to sponsor Lindsey and her Puppet Pals performance this summer. The cost is \$360.00 last year.
 - Had a former teacher donate more than 100 almost new, perfect condition children's books. A rough estimate from how much this worth is \$1,000, but that's on the low side.
 - We now have been sent 434 seed packet donations worth roughly \$1,540.00.
 - Quotes from 4 companies for air conditioners. Personally liked Joyce Cooling and Heating the best. Grant will pay for some, and we will have to use our budget. Jeff made motion to ok work to be done by Joyce's bid and Kathleen seconded.
 - Many patrons have mentioned having trouble with the small print in newer books. Have purchased two large magnifiers that will offer at checkout.
 - Solar eclipse glasses will be put out next week along with info sheets and some STEM activity ideas for parents to do with their children.
 - Spice kits seems to be increasing in popularity with many people mentioning seeming them on Facebook and deciding to visit the library for one.
 - Betsi has submitted a letter of intent to apply for a Moose Plate Grant and was accepted. Trying to get lead paint abatement and repainting paid on for exterior paint.
 - Betsi updated the cash receipts policy to remove mentions of a computer fund. Betsi has given us a copy to approve.
- Check ready to go for NHLTA for Mandy and Kathleen- all set and sent!
- Review roles and responsibilities of trustees. They are on the website. We will update bylaws, roles and responsibilities. Tabled until April to see who has the edited copies and push the review out.
- 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.
 - Cash collection, what is computer fund? Betsi updated this and brought copy for approval.
 - Donation policy who does it go to? Perhaps Discovery books? This one was updated so Betsi will update the date on this policy as well.
 - Do we still use the CREW method on replacing inventory. (Weeding method for books, remove old and replace with new). All set, Betsi will update to current date as well.

- o Public posting board policy will be updated as well to better verbiage and update that date to a current one as well.
- Summer reading theme is Adventure awaits in the library. Going with a fairytale theme and using some decorations that were previously acquired.

The next Library Trustee meeting was scheduled for Thursday, April 9th, 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