

Langdon Library Board of Trustees Meeting Minutes July 26, 2021

Present: Trustees Jack O'Reilly (JO), David Turbide (DT), Peter Welch (PW), Catherine Hazelton (CH), Meghan Wayss (MW); Library Director Lara Croft Berry (LCB)

Meeting called to order by JO at 1:30 PM

The first order of business was to approve the minutes from our last meeting on June 25, 2021 Moved by PW, seconded by JO, minutes approved 5 – 0

Treasurer's Report: The bookkeeper was finishing up the monthly accounting at the time of this meeting so details were not available. In general, however, there have been no notable changes to the status quo – spending is in line with expectations this far into the year.

The board again discussed a possible change in strategy for handling funding and payments for recurring expenses such as utilities, and other costs like payroll and insurance. The bookkeeper (Patricia) participated and advised us as to what other libraries in the area are doing and what the implications of any change would be for Newington and Langdon. There was general agreement that Langdon is lacking visibility in several areas that could be improved by taking back responsibility for handling and paying recurring bills directly rather than having the town pay them. This change would make planning and financial management easier, especially at year-end, and would actually reduce the workload on library staff and bookkeeping. We're not ready to make the change – we have to detail the transition plan and make sure proper controls and facilities are in place – but this approach looks to be a very positive one. For Langdon's financial management.

Director's Report: The library is now open 6 days per week for browsing. The trustees agreed that the mask requirement should stay in place for now, for the reasons discussed last month. The children's room has been reopened for use by appointment to ensure social distancing among the young un-vaccinated. Programs for Camp Newington visitors are being held outside or (masked) at the old town hall to avoid possible infection. The ARPA check has arrived and will be used in support of programs as discussed last month. LCB is working towards starting a Teen Advisory Group with a few interested teens. Tentative plan is to have weekly drop-in sessions to plan and implement programs for teens and get their input in other library ventures. As a general comment programs, especially kids programs, are going very well with lots of happy participants. The once postponed movie night also went very well.

Patron visits sharply increased in June as did circulation. Hoopla loans decreased somewhat, understandably, now that physical books are more readily available.

Parking lot expansion: The work is largely completed. The lights are installed and working. We are waiting for the irrigation system to be reinstalled then the contractor can restore the grass. Final punch list is being prepared.

Board meeting adjourned - moved by DT, seconded by PW, passed 5-0 at 3:16 PM

Next Meeting: Friday August 13 1:00PM, at the library. A non-public meeting will be schedule for early in August to discuss some personnel matters.

Respectfully Submitted: David A Turbide, board secretary