

Langdon Library Board of Trustees Meeting Minutes October 20, 2022

Present: Trustees Jack O'Reilly (JO), David Turbide (DT), Megan Wayss (MW); Library Director Lara Croft Berry (LCB)

Meeting called to order by JO at 5:39 PM

The first order of business was to approve the minutes from our last meeting on September 15, 2022. Moved by JO, seconded by MW, minutes approved 3 – 0

Treasurer's Report: Financially, not much to report. Overall spending is in line with the budget for this time of the year with several exceptions. While several accounts are technically "overspent", this is partly due to timing and partly to the common practice of using trustee funds to cover cash shortages particularly early in the year and making adjustments to put things back to rights when the calendar catches up with earlier expenditures. Overall, spending is in control and expected to be within budget at year-end. A copy of the letter to the town requesting the change in cash disbursement has been forwarded to each selectman individually C/O Town Hall; a copy to Martha and CC'd to the selectmen's group email address. The bookkeeper (Patricia) has been tasked to start setting up to handle payroll starting January 1 – getting a tax ID and setting us up in NHRS.

Director's Report: The director was able to secure 50 COVID tests at no cost from Seacoast Public Health Network. They have been made available to staff and library patrons. Our new phone carrier (unified) has started setting up the new lines and instruments. It appears that this will take some time to complete. Collection additions have been coming in later than usual probably due to supply chain problems we're hearing so much about. LCB has purchased several high-demand books from local sources and Amazon, but only sparingly as the discounts are not a great and the staff must add the protective covers in-house which takes time and effort. We are hoping that these delays will resolve themselves soon. Brittany recommended an alternative shelving arrangement for children's picture books to make them more accessible for the little ones. LCB was able to secure the shelves on sale and did so. They look great and allow the kiddies to browse through a bigger selection of books more easily. Trustees authorized this purchase (within the budget but beyond the "normal" amount the director spends on a single purchase so the board voted 3 – 0 to approve the purchase; moved by DT, seconded by MW. LCB will be attending two different conferences this coming weekend in Manchester including the National Library Association Conference. Brittany staffed a table at Septemberfest and LCB volunteered to work at the senior dinner. Both efforts are greatly appreciated by the trustees. Our new cataloging assistant will be Debbie Obertanec, who has been subbing for us for the last few years. Debbie has begun training with Deb and will continue to do so until Deb leaves on November 5.

Building Maintenance: LCB is continuing to investigate alternate sources of electricity given the huge increases in power from Eversource. She is not ready to make a recommendation yet.

Policies: No policies reviewed this month.

Donation acceptance: Trustees voted to accept miscellaneous cash donations totaling \$30. Moved by JO, seconded by DT, passed 3-0.

Other: The town budget committee review of the library proposed budget for 2023 is scheduled for December 14.

Board meeting adjourned - moved by JDT seconded by PP, passed 3-0 at 7:20 PM

Next Meeting: Friday November 18 at 12"30 PM, at the library.

Respectfully Submitted: David A Turbide, board secretary