

Monday, July 26, 2021

PUTNAM PUBLIC LIBRARY

Board of Trustees Meeting

July 26, 2021

Minutes

Present: Priscilla Colwell, Anne Lamondy, John Dignam, Louise Brodeur, Bev Shaw, Lesley Neal, Sue Nash, Peggy McHugh, Don Nelson, Cathy Taylor

AGENDA:

The July 26, 2021 meeting was called to order at 7:00 pm by Anne Lamondy, Chair.

There was no public participation or communications

Member Comments: Louise thanked Priscilla for coordinating the recent tour of the new Municipal Building

Minutes: A motion was made by Peggy McHugh with a second from Cathy Taylor to accept the June 28, 2021 minutes as presented. Motion carried.

Financial report: passed

· In reviewing the financial report, it was noted that we will be returning \$15,000.00 to the Town...lowest amount ever. We had money remaining in technical services, repairs and maintenance, electricity and fuel oil etc.

New fiscal year:

- \$22,253.48 paid out to Bibliomation (full year)
- 25% HVAC contract paid EMCOR (quarter year)
- 25% Venture for burglar alarm (quarter year)
- Questions remain over how our budget will look after the move to the new building. The Town will work out a formula.
- Projected turnover is August 26.

The Board approved the Financial Report

Building Committee

- Final work continues on last details. Floor coverings in library almost complete.
- Committee is meeting next week for a walk-through.
- Kevin Lamothe has been hired as Facilities manager

Old business

· Covid-19 Update:

- o Cases in some parts of the country. Will monitor as we go along.
- o Maybe in-person for pre-school programming etc. in the fall.

· Preparations for moving:

- o Library moving company hired, Ricoh, Tech experts and other areas all scheduled for the move.

· Markus Money

o Reviewed history of Markus Fund

o Present value is \$175,474.57

- o Priscilla provided a list of things that we might use some of this fund to enhance the new space: Children's Circulation Desk, shelving, chairs, and moving costs are possibilities.

- o Much discussion followed. John Dignam made a motion for \$30,000 from Markus fund be used to purchase the Children's Circulation Desk as a Memorial to the Markus'. Bev Shaw made a second. One opposed. Motion carried.

Future Planning:

- The next meeting will be August 23, 2021 and we will plan to meet in the "old" library.

Director's Report:

- Book discussion in person for fully vaccinated patrons.
- Lighthouse painting workshop in person
- Summer reading program: yoga, music and movement, story time and weekly crafts are all very successful.

- Last day in library August 20. Opening again slated for September 7th.
- Pourings and Passages took the bookshelves from the Book Nook. They are also an interest in the bookshelves on the main level.
- Continuing to weed inventory – mostly items that are old and not in good shape.
- Shannon Labonte's family donated an additional \$1500 to her memorial fund, so the mural will be totally paid with memorial gifts.

Adjournment: Don Nelson made a motion to adjourn with Peggy McHugh making a second. Meeting adjourned at 8:28 p.m.

Respectfully Submitted,

Beverly M. Shaw

Secretary to the Board of Trustees

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