Dublin Public Library

Trustee’s Meeting 7:00 PM June 12, 2019

Attending: C. Snitko (Chair), G. Bartlett, N. Cayford, C. Cerroni, A. Davis, B. Goodwin, D. Flynn, J. Holmes, E. McIntyre (Director), M. Smith, E. Walker.

Minutes of May 8, 2019 meeting: motion to accept as corrected by B. Goodwin; seconded by A. Davis.

Gifts: Bag of cookies, 115 DVDs, 42 WWII DVDs, 8 magazines, 1 audio, violet plant, 1 children’s book, 1 adult book. Motion to accept: B. Goodwin, seconded C. Snitko.

Director’s Report: Book Buddies will end on June 11th. The summer reading program will start July 3rd and run until August 7th. Children will receive a $6 gift certificate to the Toadstool at a cost to us of $3 so that they may buy a book early in the summer. The plumber repaired the lower level toilet and west outside water pipe. Results of water testing found the water fine. Motion to accept report by N. Cayford; seconded by A. Davis.

Financial Report: presented by B. Goodwin. Saving account balance is $6280.14 and checking account balance is $3944.27. We have 60.31% of the town budget left. Motion made to accept by A. Davis; seconded by D. Flynn.

Old Business: N. Cayford stated that the signage with the new hours has been completed. Bill will pay the $305.00 bill.

New Business: the security system was discussed at length. The company charges a $700. Fee and the system is not being set. Betty states that if the electricity goes off the alarm is triggered and she gets a phone call to reactivate the alarm. She and Richard are on the list to be called. She is not comfortable answering the alarm alone. The police do not answer alarms and are not on duty 24 hours. Suggested that Betty get someone to check an activated alarm with her or have the police meet her at the library in the morning. This needs to be resolved in the next two weeks.

Gowing room and upstairs carpet completion discussed. The two projects will be coordinated if possible as the library will be closed for both. The tentative dates to close are August 26 to September 3rd. we should know date by early July after selectmen meeting. Selectmen have not yet voted to pay for any of this project. One estimate for the Gowing room from Peniel Environmental has been received: $4907 just for mold remediation. Does not include removal of contents, use or rental of dumpster, rebuilding of 50 feet of wall or cleaning and sorting of contents. Part of remediation is to remove the carpet. The big case of books could be saved with the rest sold or removed per discretion of the trustees. The mechanical room with the furnace also has mold. Celeste will order a dumpster, an outside rental unit, and hazmat suits and masks. A committee to sort and clean will be composed of Celeste, Connie, Bill, Dorcey, and Bethe. We can put things we want to keep back in room for fogging and hepavc.
Conflict of Interest policy reviewed and signed by all trustees for 2019-2020.

Old Business: Water testing completed and water is fine to use.

N. Cayford presented color samples for combinations to paint lower meeting room, hall, kitchen and bathroom. Group suggestions made.

Repair of west wall discussed. Bill stated that Stebbins estimates the cost to be $2300-2400. Motion made by N. Cayford that Stebbins be contacted to do repair of outside wall at cost of no more than $2500.00. Motion to accept by B. Goodwin; seconded by A. Davis. So moved.

ILL discussed. All small libraries have to go to meet the van for drop off and pickup. Dublin goes to either Peterboro or Marlboro. We need to promote the availability of this service. Information is already on the website.

Noted that most small libraries use Libby for downloadable books. There is a woman at Nubanusit Coop who will do a workshop on downloadable books. Our staff needs to be trained and then have workshops for the public, possibly on a Saturday morning.

Organization of DVDs in other small libraries is done by genre (Children, mysteries, romance, etc.) Nancy and Dorcey will discuss with Betty.

A 4 month follow up evaluation will be done with Betty in July. Each trustee is to review their previous evaluation and add comments if something has changed. Drop off in Celeste’s box by July 10th.

Discussion of who discusses survey results; director should discuss with staff.

Motion to adjourn: Motion to adjourn made by C. Snitko; seconded by C. Cerroni. Meeting adjourned at 8:45 PM.

Next Meeting July 10, 2019

Respectfully submitted

Gail Bartlett, Secretary