

Newington LBOT Meeting Minutes 12/21/2019

Present: Trustees – Jack O'Reilly, Peter Welch, Cathy Hazelton, Lee Lamson – Alternate; Director Lara Berry

Meeting was called to order at 1:30 pm by Jack O'Reilly

Minutes of Nov. 21 - motion to approve made by Cathy, seconded by Peter. Approved by 3 members with alternate Lee abstaining.

The Treasurer's Report and the Director's Report were reviewed and approved.

Discussion of an increase in out-of-town user library fee. \$25 is the usual yearly charge. Approximately 40 out-of-town users are usually library staff, town employees, and parents of children who are tuitioned into the Newington School. Fees apply to fewer than 5 patrons. No increase suggested at this time.

The library has about 350 active patrons. The regular patrons change all the time – people come for a while, stop, return again later to frequent usage.

Staff anniversaries to be acknowledged with previously discussed amounts for Portsmouth a la Carte cards.

In a previous year the library had only four clients in 7 hours on Christmas Eve. The library will be closed on Dec. 24 and 25 this year, and January 1. The library will be open 12 to 4 on New Year's Eve.

Maintenance issues from Fire Dept Inspection:

Emergency Lighting: Batteries need to be changed periodically. Extinguisher needs to be mounted. Mammoth and Cintas are the companies to inspect and address fire safety issues. Lara will reach out to door company to install recommended crash bars on two exits.

Mainly Grass has been providing poor service at the library. Reconsider contract.

The rain garden is not on library property and is not the responsibility of the library.

Parking: The library needs more parking. The only place possible for a new parking lot is to the left of the library, attached to the current lot. Can not use trustee funds to construct a new lot. Ten spaces won't make a big difference for big events but will help. 40 – 60 people come to big events. Parking is needed mainly for regular use; Lara says space runs out in library lot once or twice a week.

Acceptance of \$59 in donations from October and November was approved unanimously.

Next meeting: January 16. Will be asking for \$80,000 for the parking lot based on Altus Engineering estimate. Material cost of a lot will rise each year we postpone this request.

Lara will be on vacation during the last two weeks of January.

Cathy moved to adjourn the meeting. Peter seconded the motion which was approved unanimously.

The meeting adjourned at 2:45 pm.