

## Langdon Library Board of Trustees Meeting Minutes December 21, 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 5:22 PM**

The first order of business was to approve the minutes from our last meeting on November 23, 2021  
Moved by CH, seconded by PW, minutes approved 5 – 0

**Treasurer's Report:** At this point in the year we are at 88% of budget spent, about where it should be. There will likely be a few adjustments and additional expenses between now and the end of the year but we should end up right on budget. We still need a look at the detail for the electric bills to try to decipher why they jumped so much this year and if there's anything we can do about it. This serves to underline our decision to pay these utility bills directly so we can monitor them month-to-month. On that note, the letter to the town to change the way money is appropriated to the library so that we can monitor and control these kinds of expenses better has been drafted and will be presented to the town office within days. The board decided to request the transition date to be April 1 so as not to add an additional task to their already-busy year-end activities. This date change was moved by PW, seconded by JO and approved 5 – 0.

**Director's Report:** Due to the surge in infections (Omicron), the plan to reopen more meeting space and gathering space has been put on hold. Jeremy Nicol from the fire department continues to check off items from our list of small repair jobs as time allows. Teen advisory group is proceeding nicely with 2 to 10 participants at each meeting. Omicron has postponed the escape room project to February. LCB is working up contingency plans for if and when staff are unable to come in for their scheduled hours due to illness or required quarantine. Our subs' great attitude and increased availability continues to alleviate stress on the rest of the staff. November saw a spike in patron visits and checkouts.

**Building Maintenance:** So far, the drainage improvements at the old building seem to be working although they have not faced a real test as yet. We are encouraged. The drop box repair is moving along and should be complete within a week.

**Other:** Trust fund realignment work has resulted in two small funds being disbanded and the funds moved into library operating accounts. Per trustee vote, the amounts (\$679.77, Webster fund for non-fiction books) and \$689.95 Watson Fund for books) will be placed in the operation checking account and their use will be tracked to ensure that they are spent for the designated purpose until exhausted. Moved by DT, seconded by PW, passed 5 – 0.

Trustees voted to accept \$21 in donations fall. Moved by DT, second CH, passed 5 – 0.

**Board meeting adjourned** - moved by DT, seconded by JO, passed 5-0 at 6:50 PM

**Next Meeting:** Tuesday January 25 at 5:30 PM, at the library.

**Respectfully Submitted:** David A Turbide, board secretary