

HMML Trustees Minutes Tuesday 12/15/2020
Via Zoom

Meeting Called to Order: 7:07pm

In Attendance:

John Clark
Betsy McCombs
Michelle Wheeler
Joe Trombley
Joan Harlow

Not in attendance:

Robin O'Day

Secretary's Report:

Joan moves to accept minutes as written, Betsy seconds, four out of four vote to accept the minutes

Treasurer's Report:

No report shared tonight because Betsy needed to check with Ben on a couple of things. Maintenance and repair is high and Comcast is over its line item. Trying to figure out what's in the budget that's left. Ben ballparked what we have in excess and he estimates about \$4500 in programs and \$5600 in media that we haven't used and \$1000 in office supplies. Some of it will be used though, especially if stocking up on office supplies and paying a NH downloadable books bill. Maybe use it for tables for the community room, laminator, cutters, curtains for big windows upstairs, an upstairs printer or fax machine, an awning for the entrance, a piece(s) of art from Joan Harlow (\$2500). Joan says she would match the purchase, giving another large one or a couple of small ones. Staff can make the decisions on art work.

December is usually a more expensive month, keep some in reserve in case we need to pay the town back money for a three paycheck month. Charlie met with someone about putting gutters up to reduce the icicles, cover for the drop box and for people waiting outside would be nice. John wonders if Charlie needs to be reimbursed for anything, Ben says no. John thought he had gone to the town looking for money for gutters, John says it should come from The Friends, non-lapsing, Michelle wonders if Charlie is looking to the town because gutters are on the outside of the library.

Bricks

Seth Donaldson has two people down with COVID and that is why the bricks are not in place yet. Enclosing the doorway and heating it to lay the bricks is a possibility, the bricks are in the library. Payment to the bricklayer comes from the money from selling the bricks. Joe remembers we put aside \$700 for the bricks, maybe that money was to install a door. The bricks made enough money to cover the cost.

The paperwork for pay changes is filled out and are ready to be signed by the trustees. As long as three sign the paperwork is that okay? Yes, requiring three out of five is fine, three of us will try and get there tomorrow.

Budget 2021

John asks Joe if there were any changes to the library's 2021 budget. Joe states none of the cuts affected the library.

Donations

One donation from the Grant charitable trust in the amount of \$1000. Joan moves to accept the donation in the amount of \$1000, Michelle seconds, four out of four vote to accept the donation.

COVID updates

Ben thinks we should move back to curbside through the New Year only to start, three staff members have needed to be tested recently and appointments cancelled. Ben said they won't change hours but not accept appointments for the time being. Let's not wait until someone tests positive to close the library.

Expansion update

The railings are supposed to be going on the ramp next week. Then the brick work will only need to be done. The ramp surface needs to be paved as well but that might not be until spring. Ben states that the entryway needs to be fixed up sometime, retile the floor with the leftover tile. John asks when the filing period is for the March elections, it is usually the end of January.

Motion to adjourn at 7:38 by Joan, seconded by Betsy, unanimously approved.