

HMML Trustees Minutes Tuesday 11/16/21

Meeting Called to Order: 7:03pm

In Attendance:

Betsy McCombs

Joan Harlow

Robin O'Day

John Clark

Not in attendance:

Michelle Wheeler

Secretary's Report:

Secretary is absent, Robin abstains from voting on minutes. Joan moves to accept the minutes, Betsy seconds. John, Betsy and Robin vote to accept the minutes, Robin abstains.

Treasurer's Report:

Betsy says her report has a small mistake in that October's cleaning needs to be shifted to the correct category. Office is high, but we purchased a copier, vacuum cleaner and a bookcase which are one time purchases. As of November 1st we have a little over \$9,000 left in the budget for the year. We are able to cover the cost for the emergency lighting, putting it under maintenance.

Budget committee thought we may not have allocated enough money for cleaning. We currently spend \$130/week. We would spend \$6760 for the year, we had put \$7000 into the maintenance line in total which, next year will split into cleaning and also maintenance. The "regular" maintenance is about \$3000/year. \$7000 may not have been an accurate number in the end. Other town organizations are using a different cleaning company altogether, should we join in with them to make it cheaper? Ben says \$130/week is a competitive price. John says we may not need to change the budget much and next year, if we need more money for maintenance and/or cleaning we may just have to take it from somewhere else. It is decided to stay the course with our current, local cleaning service.

The selectmen total increase to our budget is \$6200 instead of \$6835 because they can only change the bottom line. It is up to us to figure out the math to make up the difference of \$635 over the things we have control of. Robin wants to stay with the 2.8% raises for library employees and is opposed to Joe's suggestion of 1.8%. The cost of living has gone up 6% and with the lack of candidates around we need to take care of our employees.

There are no changes to the non lapsing funds.

Director/Youth Report

Digital circulation is up as well as ILL. A lot of room use and new patrons. The mystery book group is back on again, the Halloween concert with TJ Wheeler happened, another yoga class

has been added. Ben plans on looking for one more sub candidate, they have gotten short handed and filling in was doable but was running out of options. A sub wouldn't have a set number of hours, on average 12 hours a month. Joan says she might be interested.

It is noted that before the pandemic there was more physical use of the library and post pandemic there's more digital use as well as non library meetings, community groups. John asks if there's any issues with overuse of the Wifi. Ben thinks it's not because of the number of people but because of the router being in the boiler room which is hot. Robin wonders if it could be moved, Ben says it's possible.

Library Expansion

Ben heard from Charlie that he thought the patio could be done before the end of November but he's not sure. The patio bricks are not yet engraved, the ground hasn't been dug up yet. There is a design for the patio and it is planned for an open spot within the plants. Our new sign is up but the holes need to be dug deeper and it needs to be set in cement because it's heavier.

Robin requests that we not have a December meeting, John asks to table that until after the budget meeting.

For Thanksgiving the library will be closed Thursday and Friday

For Christmas they will be closed Friday, Saturday and Sunday and New Year's they'll be closed Friday and Saturday.

Motion to adjourn at 7:26 by Joan, seconded by Betsy, unanimously approved.