

MINUTES OF BLAISDELL MEMORIAL LIBRARY TRUSTEES MEETING

August 17, 2022

Present: Liz Bolton, Allison Friend-Gray, Jim Kelly, Kate Knight-Dupuis, Lorraine Petrini, Jen Phillips, Karyn Quinn, Debbie Ricker.

The meeting was called to order at 6:33pm.

Policy Updating/Current Task:

- Liz has been periodically asking for a firm date for the installation of the new lift and will inquire again, emphasizing upcoming deadlines.
 - Liz and Julie drew up an unattended children policy which was discussed. Jim moved and Kate seconded that following policy be adopted:
 - “Blaisdell Memorial Library welcomes and encourages all children to use and enjoy its facilities, programs, and services. However, Library staff members do not serve in loco parentis for children in the library and parents/caregivers are strongly urged to accompany their children into the library to better monitor their activities. To provide the most equitable service to all parents and children, children under 10 years of age must be accompanied and directly supervised by a parent or responsible caregiver who assumes full accountability for the child’s safety and behavior while in the library. “Directly supervised” means the child and caregiver must be able to always observe one another, unless a child is participating in a Library-provided program. In a case such as this, the caregiver is expected to remain on library grounds and to rejoin the child immediately following the program. Preschool children must be accompanied by a responsible adult at all times. Children 10 and older may use the library unaccompanied by a responsible adult, however, parents, guardians, and caregivers should be aware that the library is a public building open to all individuals from the community and beyond. Except for those children dropped off to attend specific programming activities via direct bus service from the Nottingham School, the library staff is not responsible for providing supervision and care for children. For safety purposes, no more than 8 unaccompanied children may be dropped off per program via direct bus service. Parents and guardians are responsible for the conduct of their children while the children are on library premises. Unattended children are expected to respect library staff, library property and other library patrons.”
- All voted in favor.

Secretary’s Report:

- The minutes of the July meeting were reviewed. Jen proposed several amendments to correct typos.

Allison moved and Lorraine seconded that the amended minutes be approved. All voted in favor.

Treasurer's Report:

- There was no Treasurer's report.

Library Director's Report:

- After two years of low gate count due to COVID, July's count of 3056 was practically the same as the pre-COVID July, 2019 count of 3108. Circulation statistics confirm the increased usage of the library's service and we added thirty-six new patron accounts in July.
- The summer reading program has had strong numbers for most of the summer. We saw 544 children in July. Our teen program had an attendance of twenty five for one of the programs and lapsit story time and preschool story time had high attendance with more than sixty children at some or all of the events.
- Dick purchased a new Canon multipurpose printer and is in the process of installing it.
- We are looking to hire a per diem assistant.
- Julie will be working Tuesdays, Thursdays and Fridays during the school year

Jim moved to accept the Director's report and Lorraine seconded the motion. All voted in favor.

Old Business:

- After a final review, Jim moved and Allison seconded a motion to add a donation button to the website using the Stripe company to process all contributions. The service cost will be 2.9% of each donation plus thirty cents per transaction.
- We have begun budget planning early due to the change in the Town budget process.

New Business:

- The Board met with a candidate for the per diem position.
- We will ask Chris Sterndale to advertise a public hearing at the library at 6:30 on September 8 to accept a large donation.
- Jim moved to accept any and all new donations and Kate seconded. All voted in favor.

There will be no regular meeting in September. The next meeting will be 6:30 on October 12, 2022.

Jim moved to adjourn, and the meeting ended at 7:40pm

Respectfully submitted,
Jim Kelly