

MINUTES OF BLAISDELL MEMORIAL LIBRARY TRUSTEES MEETING

January 14, 2025

Trustees Present: Jen Phillips, Debbie Ricker, Lynn Soucie, Kate Knight-Dupuis, Karyn Quinn (Alternate)

Others Present: Amanda Stevens, Interim Library Director

Members of Public: none

The meeting was called to order at 1:00PM.

Budget Updating/Current Tasks:

- Town Budget Meeting is January 14 at 7:00PM. This meeting is open to public comment. Trustees are encouraged to attend.
- Town Deliberative Session is Saturday, February 1 at 9:00AM (snow date: Saturday, February 8). Trustees are encouraged to attend.
- Library Exterior/Grounds: Discussed update on feasibility of an ADA pathway without going through wetlands following Jen's meeting with a local certified wetland scientist. Need to look into town required setbacks, and the 250-ft shoreland buffer (State review).
- Library Interior:
 - Kate Knight-Dupuis made a motion to institute a new purchasing approval limit of Seven Hundred Fifty Dollars (\$750) for a single purchase. Purchases exceeding this limit must be approved by the Trustees. Lynn Soucie seconded the motion. All voted in favor.
 - Amanda requested approval to purchase new commercial grade mats to replace old, worn mats.
 - Lynn Soucie made a motion to approve the purchase of commercial mats up to One Thousand Dollars (\$1,000), to be funded from the operating budget. Debbie Ricker seconded the motion. All voted in favor.

Director's Report:

- Jordan made an informational graphic of library statistics for the Town Report.
- Discussed potential changes to museum passes and looking into signup options.
- Discussed the substitute librarian position. Amanda will be meeting with one candidate.
- Lynn made a motion to add the Director's Report to the minutes. Kate K-D seconded the motion. All voted in favor.

Secretary's Report:

- December 12 meeting minutes were reviewed. Lynn moved to approve minutes as submitted. Jen seconded the motion. All voted in favor.
- December 18 meeting minutes were moved to the next meeting's agenda, as there was not quorum of those attendees to approve them.

- November 6 nonpublic meeting minutes were reviewed. Jen moved to approve minutes as submitted. Lynn seconded the motion. All voted in favor.

Treasurer's Report:

- No treasurer's report received.
- Janet has returned and is working to get back on a regular schedule.

Public Comment: None

Friends of the Library (FOL) Report (received via email):

- Seed Sale fundraiser is happening now.
- FOL is seeking volunteers for Grant help.
- Met with Cadence F-G regarding her Free Little Art Gallery (FLAG) project.
- Amanda asked if the FOL would donate seeds for the garden.

Old Business:

- RFP discussion regarding the ADA ramp. Town Administrator will look at RFP before advertising.
- Discussion on status of the ADA evacuation plan per Building Inspector and Fire Chief.
- Discussed reminder to send the letter to the property abutter regarding the dead tree close to the property line.

New Business:

- Discussed providing an informational page in the Town Report regarding the multitude of unanticipated expenses incurred and the reasoning for moving funds between budget lines.
- Lynn made a motion to accept any and all donations. Kate K-D seconded the motion. All voted in favor.

Community Calendar:

- Blaisdell Memorial Library is the recipient of the "Blooming for Good" bouquets for the month of February at the Northwood Hannaford.

Next meetings: Planning Workshop on **Wednesday, January 29, 2025, at 6:00PM**
Trustees Meeting on **Wednesday February 19, 2025, at 6:00PM**

Jen moved to adjourn at 2:07PM, and the meeting ended.

Respectfully submitted,

Debbie Ricker

Approved on February 19, 2025