

Round Lake Library Board of Trustees Meeting

June 14th, 2022

Round Lake Community Room

Trustees Present: Nancy Theissen, Diane Marchand, Stacey Thayer, Sue Lesar, Lance Spallholz

Associate Trustees Present: Angela DeMeritt

Excused: Lorrie Anthony, Steve Ames, Marlene Sweet, Emily Galloway, Lydia Hoffman

Absent:

Director: Jennifer Hurd

Public: None

Meeting Dates: Jan 11, Feb 8 (SALS report), Mar 8, Apr 12, May 10 (budget subcommittee), Jun 14, Jul 12, Aug 9 (approve budget), Sep 13, Oct 11, Nov 8, Dec 13

The meeting was called to order by Nancy Theissen at 7:04pm.

Minutes: The minutes for the May 10th trustees' meeting were reviewed. A motion to approve the minutes of the 5/10/22 was made by Sue Lesar, and seconded by Diane Marchand. The minutes were unanimously approved with an abstention by Angela DeMeritt, who was absent from the last meeting.

Directors Report: The attached* Director's report for May was discussed. Highlights include: -Circulation was down slightly during the month of May, with a rebound anticipated with the advent of the summer reading season, which the staff are busy preparing for. -Attendance for library programs continues to increase. -The library director, Jennifer Hurd, the board president, Nancy Theissen, and trustees Steve Ames, Lorrie Anthony, and Sue Lesar attended the virtual SALS Annual Meeting on May 16, 2022. The guest speaker was Deborah Caldwell-Stone, Director of the Office for Intellectual Freedom who also serves as executive director for the Freedom to Read Foundation. Her discussion focused on censorship and book challenges that many libraries are facing today. -The new book drop arrived on May 17th, and the maintenance crew will install it within the next few weeks. -Town maintenance working on a lighting issue in the Malta Branch: the new replacement bulbs have been flickering on and off in several locations. Maintenance believes they have figured out the problem and will be able to fix it quickly. -The new alarm system has been installed and is now operational in the community center. Staff have been shown how to operate it during staff development day on June 8th. -Town historian Paul Perreault and historical reenactor Linda McKenney presented a program on Susan B. Anthony on May 12th at the Malta Branch. Originally scheduled for Fall 2020, the rescheduled program was held in the main area of the library and was attended by over 25 patrons.

Library Statistics: Monthly reports for the library statistics were reviewed. *Copies attached.**

Budget/Quarterly Reports/Warrants: The Board reviewed the monthly reports for the library budget, as well as profit/loss, balance sheets, and warrants for May of 2022. Motion to approve the financial documents through May 31st of 2022 was made by Angela DeMeritt and seconded by Stacey Thayer. The motion was unanimously approved.

First Amendment Audits: A social media trend of persons entering public buildings to "exercise their first amendment rights" to film within those buildings. The library is a limited forum, i.e. a public place with individual rights and regulations. The subject has been covered in an "Ask the Lawyer" segment that will be forwarded to the board.

Clark House Maintenance: There was a ceiling leak in the Clark House building where the air conditioning unit drip pan had a hole. The problem was addressed and repairs made. Chief Frank Mazza visited to address fire safety and emergency evacuation needs, and it was noted that more smoke detectors are needed in the building. The smoke detectors currently in the building are not connected to the alarm system, and it has been strongly recommended that smoke detection be wired into the alarm system to provide alerts to fire even at times when staff is not present.

Clark House Policies: It has been five years since library policies were last reviewed, and director Jennifer Hurd has suggested that key staff and at least one board member review the policies in place. An email will be sent to board members to inquire after availability.

125th Anniversary: 2022 marks the 125th anniversary of the Round Lake Library! Possibilities for commemorating the occasion were discussed.

Adjournment: A motion to adjourn was made by Diane Marchand at 7:51pm.