

*Bellingham Library Board of Trustees*

Meeting Minutes

Thursday March 8, 2017

Present: Staff- Bernadette Rivard

Board- Sue Garten, Laura Howard, Amy Bartelloni, Alyssa Perry, Nicole Buckley

Location: Bellingham Public Library

Next meeting: April 13, 2017

Meeting called to order at 7:00 by Sue Garten.

Submitted by Nicole Buckley

**Approval of Library Invoices FY2017**

	03/03/2017	
Building Maint & Supplies		
Books & Periodicals	2878.14	
Dues & Memberships		
Electricity & Gas	411.59	
Equipment Maint Costs		
LSTA Mind in the Making		
Gift Fund	1303.60	
In State Travel	192.32	
MA/ME Grant	287.07	
Building Maintenance Costs	584.00	
Postage		
Professional Development		
State Aid - Professional		
State Aid - Equipment		
Office & Janitorial Supplies	110.71	
Technical Maint Services	228.88	
Users Fees	189.00	
<b>Total</b>	<b>6215.28</b>	

***Motion by Laura Howard to approve the minutes as presented from February 23, 2017. Seconded by Amy Bartelloni. All in favor. Unanimous Vote.***

The Community Room/kitchen repair is complete and has been issued the final occupancy permit. The new picture hanging system was the last item to be installed. The dishwasher will be limited to staff use only.

A few notes regarding the parking lot: The winter snow removal has caused the curb stops to be out of place and these will need to be repositioned. Also a new sign at the book drop area needs to be painted as people are using the area as parking.

Bernadette Rivard has received a verbal quote for siding for the other side of the building. \$1600.00-\$2000.00. We will revisit this issue after the Children's Room is complete.

The Children's Room carpet contract has been signed. The earliest the carpet will be here is April. The patterned carpet squares have been discontinued and extra will be ordered in case they are needed in the future. Staff has begun moving collections out of the room and will soon condense and close collections which will be in storage for the duration of the renovation. Anything in storage will stay in storage and patrons can request items from other libraries. The library did receive feedback from schools with collections that will need to stay in circulation for projects that are forthcoming. The room will be closed a week from Friday. The board discussed the idea of adding dress up clothes to the completed Children's Room and decided that due to the possible issue of spreading lice, they will not be added as a play choice. There will be an informational memo that will be released to update the public regarding the renovations and timelines. This will be released sometime over the next week or so on the library website and the facebook page.

- As far as the renting of carts for temporary book collection storage, the company Re-stream is not returning calls. Victory packaging rents these types of carts as well, and although they do not have any in the Bellingham location, the general manager is looking into possibilities for containers to loan the library for use.
- Jim will paint the blue areas of the Children's Room during the renovation.

The library was approached regarding being a base for fingerprinting services, which would involve a kit. We are passing at this time.

Remembering Indy project update: \$1,000 deposit has been sent as a deposit and fundraising is in the works. A brochure is available and the Friends website has been updated to include an online donation form to encourage PayPal donations. We will be receiving a miniature cast that will be completed first and will be used for fundraising.

The grant funds from the MA/ME IMLS STEM grant has been received. The March and April programs are showcased in a brochure and the kick off Star Party event is March 29<sup>th</sup>. Upwards of 40 people have registered.

Coming up later in the season is a program about tiny houses. Bernadette located a tiny house enthusiast to run the program.

The Mind in the Making speaker is slated for March 25<sup>th</sup>. There are 53 people registered so far, Bernadette is going to broadcast to librarians throughout the state as we have room for 80.

The Friends of the Library met on March 6th and the book sale is the last weekend in April. There are a lot of books for sale and in particular a lot of children's books available for sale.

Food for Fines is the 1<sup>st</sup> week of April.

We received a request from Mrs. Federline at BHS to participate in the Backpack Drive for the Homeless. The eighth graders will bring backpacks to Washington D.C. and will also donate personal hygiene items for the food pantry.

*Sue Garten made a motion to have a collection box for the Blackhawk Drive for the Homeless during April at the library. Seconded by Amy Bartelloni. Unanimous Vote to approve a collection box.*

Alyssa Perry will send resignation letter in April; it will be effective April 14<sup>th</sup>. Alyssa will attend the April meeting. There will be a 1 Year Library Trustee appointment open.

It has been brought to the Trustee's attention that there may be interest from a patron in starting a garden club.

Sue Garten called the meeting at 7:45pm.