

MEETING MINUTES

BELLINGHAM LIBRARY TRUSTEE MEETING

Date: October 12, 2023

Time: 7:01

Meeting called to order by: Sue Garten, Chair

IN ATTENDANCE

Library Board: Sue Garten-Chair, Macala Lamour-Vice Chair, Nicole Buckley-Secretary, Laura Howard, Carol Bird

Library Staff: Bernadette Rivard

APPROVAL OF MINUTES

Laura Howard made a motion to approve the September Minutes as amended. Carol Bird seconded. All in favor-minutes approved.

FINANCIAL REPORT-(SHARED IN MEETING MATERIALS)

- Reviewed
- Signed bills

DIRECTOR'S REPORT-(SHARED IN MEETING MATERIALS)

-Printing will now be free for library patrons, Bernadette will monitor the cost and report back to determine if this will be sustainable. Fees will still be charged for copies.

-Library Projects-The outdoor space project near the children's room (for library programs) will commence in the spring. Also discussed was the plan for the outside space near the teen area for use by teens and others during good weather.

-HVAC-Bernadette shared information about a quarterly maintenance contract at 1200 per year with MetroGroup the HVAC system. Recommended by Tim/Town of Bellingham.

Sue Garten made a motion to approve the yearly contract for quarterly service with MetroGroup for maintenance of the HVAC system. Seconded by Laura Howard. All in Favor. The motion passed.

-FY24 Budget-Bernadette shared information from the Budget Spreadsheet.

-Business Grant-The grant is finished and last 2 session recordings are on the website (able to have for 30 days). The final report will be submitted this week.

-MBLC Financial Report for State Aid was submitted last week.

-School/Library Partnership-The link to sign up for a library card was shared with schools. Students under 14 need parent signatures for library cards. Families can sign up online using the link and cards will be delivered to the school admin office for distribution to students.

-Upcoming programs shared in meeting materials. Bernadette will check on the times for the Edible Haunted Houses to ensure elementary-aged students can participate.

-Friends of the Library-changes from Friends were presented by Bernadette.

Sue Garten made a motion to accept the changes in the Memorandum of Understanding Between The Bellingham Library Board of Trustees and the Friends of the Bellingham Public Library from the Friends as final, seconded by Carol Bird. All in favor. The motion passed.

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ADJOURNMENT

Motion to adjourn was made by Sue Garten at 7:27

NEXT MEETING

Next Meeting will be held on November 9, 2023