

MEETING MINUTES

BELLINGHAM LIBRARY TRUSTEE

MEETING

Date: March 14, 2024

Time: 7:00

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

Nicole Buckley made a motion to approve the February meeting minutes. Laura Howard seconded. All in favor – minutes approved.

FINANCIAL REPORT-(SHARED IN MEETING MATERIALS)

- Reviewed
- Signed bills

DIRECTOR'S REPORT-(SHARED IN MEETING MATERIALS)

- Discussed electronic sign: One-sided, lights can auto dim at night/date and time, comes with 5-year warranty, free perpetual data plan.

Sue Garten made a motion to approve the 8-millimeter electric sign for \$32,814.70 with anything over and above the 15,000 coming out of state aid. Carol Bird seconded, all in favor. The motion passed.

- HVAC: Possibly scheduled during school vacation; library will be closed.
- Outdoor space update.

-Garden Club

Macala Lamour made a motion to allow for the Bellingham Garden Club Annual Plant Sale on May 1, 2024 to be held in the Community Room. Nicole seconded the motion, all in favor. The motion passed.

-Discussed possibility of closing July 5th, on July 3rd will stay open until 8

Carol Bird made a motion to approve the closing of the library on July 5th if the staff agree to take a vacation day. Sue Garten seconded, all in favor. The motion passed.

-First reading of the Updated Photography & Video Policy.

-Budget-Reviewed spreadsheet.

-FY25 Budget Request submitted to the Town Administrator's Office. Sue and Bernadette met with the Select Board on Feb. 24th.

-2026-2030 Strategic Plan: Reviewed Survey, Committee Members, Meetings planned.

-Library Trustee Board-There are two openings, Carol Bird and Sue Garten terms are up 2024.

-Website and Catalog Updates: These were transferred to the Aspen platform.

-Discussed library programs

-Business Expo-April 6th

A Solar Watch Party reservation is needed for the event on April 8, 2024, from 2:45 to 4:30. Glasses are only for those present at the watch party. Registration ends the Friday before.

ADJOURNMENT

Motion to adjourn was made by Sue Garten at 8:14

NEXT MEETING

The next meeting will be held on April 11, 2024