

Stephenson Memorial Library
Minutes of the Monthly Meeting of the Board of Trustees
April 12, 2022
6:30 PM

Location of Meeting:

Wensberg Room
761 Forest Rd
Greenfield, New Hampshire 03047

Present at Meeting: Bruce Dodge (Chair), Andra Hall (Treasurer), Katie Cartier (Secretary), Mary Ann Grant (Board Alternate), David Bridgewater (Library Director), Jean Rainier (Friends Of The Library Committee Chair), Valli Hannings (Friends Of The Library Committee)

The regular meeting of the Board of Trustees of Stephenson Memorial Library was called to order at 6:32 PM on April 12, 2022 at Wensberg Room by Bruce Dodge.

I. Approval of Agenda

The agenda for the meeting was distributed and unanimously approved.

II. Review of Previous Minutes

The minutes of the previous meeting were reviewed and unanimously approved.

III. Consideration of Open Issues

1. Welcome New Member

Bruce Dodge

Bruce introduced Katie Cartier to the group as the newest elected board member.

2. Assign/Vote On Board Positions

Bruce Dodge

Voted on unanimously.

*Bruce Dodge - Chair

*Andra Hall - Treasurer

*Katie Cartier - Secretary

Positions are in effect for 1 year.

3. Review Treasurer's Report

Andra Hall

*See Library Budget Report from Mary Ann Grant

Trustee's Account Bal: \$2906.22

Special Project Account Bal: \$32,761.15

4. Review Director's Report

David Bridgewater

-April Activities Calendar

-No longer opening early on Fridays for homeschool group. Since mask policy lifted they can come during normal hours.

-Winter Reading Program wrapped up

-Need to find a new Student Aide for summer

-Reviewed ideas for Girl Scout's "Story Walk" (ongoing)

-State report is finished.

-David is working on staff evaluations.

-Working on the website

5. P/T Library Assistant Search
Bruce Dodge
 - Four people have submitted applications
 - Bruce to schedule interviews
 - Bruce to formulate list of questions for interviewees

IV. Consideration of New Business

1. Audits
Mary Ann
Auditors will be coming between 5/2 and 5/4
2. Bequests
Mary Ann Grant
 - Brainstorm ways to publicize the option of bequests in honor of loved ones
3. Little Lending Library
Katie Cartier
 - There is interest in creating Little Lending Libraries
 - Possible locations - Oak Park, State Park, Sunset Lake...
 - Ask around to see if any local craftsman can make weatherproof boxes for this...(ongoing)
4. Old Nook Disposals
Jean Rainier
 - All done! Jean dropped them off
5. Who Puts Minutes On Town Website?
Mary Ann Grant
 - Bruce has been forwarding the minutes to C. Shaw
 - Going forward this is the job of the Secretary (Katie Cartier)

V. Agenda and Time of Next Meeting

The next meeting will be held at 6:30 PM on May 10, 2022 at:
Wensberg Room
761 Forest Rd
Greenfield, New Hampshire 03047

The agenda for the next meeting is as follows:

- * Staff Evals.
- * Interviews
- * Electrician for automatic door
- * Desk move
- * Carpet renewal
- * Review of Audit
- * Website update status
- * Story Walk update
- * Policy reviews

The meeting was adjourned at 8:00 PM by Bruce Dodge.

Minutes submitted by: Katie Cartier

Minutes approved by: Bruce Dodge

Meeting Minutes 4/12/22