Meeting Minutes: August 15, 2016

Trustees attending: Marc Wilson, Douglas Mansfield, Jim Clark, Donald Petterson
Alternate Trustees attending: Lynn Austin
From the Library: Betsy Solon
Others:

Doug called the meeting to order at 6:10 PM with Betsy noting that Marc was en route and would arrive shortly.

July Meeting Minutes Approval:
June minutes were not circulated prior to this meeting; approval of June minutes will occur at the next meeting.
ACTION: John to email the July meeting minutes prior to September meeting.

Treasurer’s Monthly Report:
The Treasurer’s report was circulated and reviewed with no comments or questions.

Director’s Report:
Betsy presented the Director’s Report for Aug 15, which included updates on the summer programming and patron/circulation, facilities, technology, staff and other news. The library averaged 87 visitors per day thus far this summer and registered 30 new patrons. 97 young readers registered for the Summer Reading Program.
Discussion followed regarding the Rockingham County Forester’s request to remove specific trees that are damaged or could potentially damage library property or injure library patrons or staff. Wayne Robinson as Road Agent determined that two of the four trees identified are on abutter’s property along the exit driveway and that he has no right to take them down.
The Selectmen have suggested the Trustees send a letter to the neighbor pointing out the damaged trees and the potential damage to the library, patrons, and staff.
Discussion followed in which the Trustees agreed that a face to face conversation is best, and that a letter would be a last resort. To that end:

ACTION: Marc to call Wayne to learn Wayne’s conversation outcome with the abutters.
ACTION: Doug will pull deed for the library to see if there is a recorded lot plan.
ACTION: Betsy to call Town Clerk’s office to confirm ownership of the abutting property.
ACTION: Upon learning outcomes of the three action items above, Marc will reach out to the property owner/s to discuss this issue, and will report back to the Trustees at the next meeting.
Betsy noted the Direct Energy form dated Aug 10, 2016 in which Direct Energy provided an electricity quote as a potential supplier per the NH Customer Choice Program. Discussion followed in which the Trustees agreed to remain with EverSource. Further discussion followed regarding the lighting in the library and ways to be more energy efficient.

Lynn suggested installing motion detectors for the lights in the original section of the library the Young Adult section, as well as in the offices.

Doug suggested replacing the incandescent spot lights with LED bulbs in the Young Adult section.

**ACTION:** Betsy to follow up with EverSource to come and do an energy audit.

**Old Business:**

- Defibrillator training is still under discussion with the Town office. There is no firm date yet.
- The annual performance review for the Library Director is due shortly.
  
  **ACTION:** Betsy to send the performance review form to all trustees.

  **ACTION:** All Trustees, including alternates, to individually complete the form by Aug 30, 2016 and email their feedback to Marc.

  **ACTION:** Marc to consolidate the feedback and meet with Betsy in early September for her formal performance review.

**New Business:**

- Betsy noted October 5, 2016 the library will host a Brentwood Candidate Night with Dick Chamberlain as emcee/host.

- Betsy noted that the library is “going mobile” for the September Brentwood Seniors meeting being held at the Brentwood Recreation Center (BRC). Betsy and team will put together books and movies of interest to the seniors and take them to the BRC for folks to select and bring home.

- Regarding the library budget, lengthy discussion followed regarding the need to paint the back exterior wall of the library where the amphitheater is, as well as repair and re-stain the wooden amphitheater. It was mentioned that perhaps the wooden amphitheater should be replaced with Trax or other composite, non-wood decking material that is sun, water, and fade resistant and doesn’t require staining upkeep. Lynn mentioned that Peter Goodrich recently replaced the wooden deck at her home deck with Trax or Trax-like materials.

  **ACTION:** Lynn will reach out to Peter Goodrich for the sole purpose of getting estimate on the Trax materials and a rough estimate on the labor to replace the amphitheater. This is so that the trustees have a rough idea of the cost since a warrant article would need to be presented at Town Meeting in March to secure funding.

- Painting of the exterior wall will not be part of the estimate from Goodrich.
- It is understood that should the trustees move forward with replacing the amphitheater, the job will be put out to bid to local contractors. It is also understood that this undertaking is best suited to a warrant article.

Non-public Meeting Session not required.

A Motion to adjourn was made by Marc and seconded by Don; meeting closed at 7:08 PM.

Respectfully submitted by Lynn Austin.