

Lucius Beebe Memorial Library  
Board of Library Trustees

**Meeting Date: January 26, 2022**

**Meeting Location: Remote Meeting via Zoom**

**Trustees Present**

Jeffrey Quinn, Scott Staiti, Aimee Lominac, Chris Barrett, Paul Gordon, Susan Wetmore,  
Adam Rodgers, Tim Healy

Staff: Catherine McDonald, Jaclyn Powers

Public: Dan Sherman and Tarae Howell from Fin Comm

**Healy called the meeting to order at 7:05 PM**

**Acceptance of Secretary's Report**

Quinn moved to accept the secretary's report, Barrett seconded.

Motion approved unanimously by roll call vote.

**Took Fin Comm out of agenda order.**

Catherine highlighted changes in budget

- Contractual services
- Increase HVAC due to aging system
- Increase in burglar alarms and security system
- Double maintenance for miscellaneous due to rising cost to repair
- Rising software costs/ IT consultant
- Contractual increase for NOBLE

Dan Sherman and Tarae Howell from Fin Comm agreed it looked quite reasonable and didn't see any concerns. They left the meeting after.

**Staff Reports**

Staiti moved to accept the director's and staff reports, Barrett seconded.

Discussed lower cardholder stats. Covid skewed the numbers due to Noble not purging.

Quinn asked about Cyber Security

Healy asked about Sunday hours, Powers noted it's steadily increasing.

**Public Participation**

None.

**Correspondence:**

None.

**Committee Reports:****Budget:**

Trust fund managed by town Treasurer, annual offset applied to our budget.

It reduces the tax levy portion of the budget

Discussion regarding if trust money could be used for something other than operating budget.

Budget to go to Town Council Feb 14 then Finance Committee Feb 17.

**Building and Grounds:**

On Dec 20, Healy, Quinn, McDonald and Dave toured the building to look at longer term issues.

Discussed need to plant seeds for future projects- front steps, boilers. Bigger items are 4-10 years out.

More immediate items are boiler, front roof, and carpeting.

**Friends:**

Friends of Beebe funded \$15,000 for programming.

**Gift Funds:**

Discussed using gift funds for capital projects but many are limited in their use, as well as only income, not principal. Would only be considered in an emergency.

**Legislative Advocacy:**

None.

**Personnel:**

Reviewed procedure for Director Evaluation. Personnel subcommittee to meet.

Staiti motioned to approve tuition reimbursements, Barrett seconded, approved unanimously.

**New Business**

None.

**Adjourn**

Staiti moved to adjourn, Barrett seconded, motion passed, unanimously approved by roll call vote.