



Trustees of The Mary E. Bartlett Memorial Library

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Melissa Bertoulin, Chair Melody Santos, Deputy Chair and Treasurer Tom Walker, Secretary Megan Schneider, Jeff Donald

Meeting Minutes

Monday, June 10, 2024

Trustees attending: Melissa Bertoulin, Melody Santos, Tom Walker, Megan Schneider, Jeff Donald

From the Library: Janice Wiers - Library Director, Kiki Donis-Wahl - Assistant Director/ Youth Librarian

Others:

Alternate Trustees: Susan Lunn, Kristen Goodrich

Public: Tracy Descoteux, Olivia Filomeno, Lois Deyoung, Ruth Ann Johnston-Cooper

Melissa called the meeting to order at 6:04 PM.

APPROVAL OF MINUTES:

On a motion from Melody, with a second by Megan, the 5/13/2024 meeting minutes were unanimously accepted. Melissa - aye, Melody - aye, Tom - aye, Megan- aye, Jeff - aye.

CORRESPONDENCE: None

PUBLIC COMMENT: None

DIRECTORS REPORT:

Janice submitted her Director's Report to the trustees in advance of the meeting as usual for review. Also included were the Check Register, Profit and Loss Statement, and Expense Report. Website traffic, and social media followers continue to grow. Facebook followers increased by 6, Instagram followers by 4. There were 994 in-person visits this month. There were 732 visits to the library website with 1372 page views. There were 15 new adult library card holders added, all adults. 90 books and 29 other media were added to the collection this month. Udemy Business

has had 71 people enrolled in 119 courses to date. Digital borrowing remains popular with 632 Libby and 245 Hoopla borrows. The Vertical Response open rate was 34%. There were 11 children's programs with 89 attendees and 4 adult programs with 37 attendees this month. The library hosted a program for the Brentwood Gardeners on adding garden water features that was very well attended. The Senior Explorers was postponed this month due to a conflict with amphitheater planning. Janice reminded them that the Summer Reading Program isn't just for children. The Friends group/Gardeners Bake/Plant/Raffle event was very well attended in spite of the rain. They liked having the plants on the front lawn for easy loading and may use that space in the future. Swasey second grade teacher Mrs. Bradley gave a Surfing Waves of Mindfulness program that was well received by those attending. Janice attended the Select Board meeting and spoke about a revised quote for the front deck that was discovered to have more decay than anticipated. The SB approved the revised quote. Low Carbon Landscaping is working on the Marilyn Moorehead garden, Rain garden, and around the amphitheater. Janice met with town Road Agent Wayne Robinson to discuss the possibility of the town mowing the library lawn. Joyce Keegal has been doing it, but has been getting busier and busier with all her town duties. Janice and Jeff Donald met to start reviewing By-Laws and plan to dig in after the amphitheater project winds down. Patrons have been raving about the nearly completed amphitheater. Seacoast Security has installed an alarm panel near the rear entrance. Now that the parking lot is finished employees will be entering and exiting through that door.

ASSISTANT DIRECTOR/ YOUTH SERVICES LIBRARIAN REPORT:

This 4 week Storytime session has wrapped up with a total of 98 participants. Kiki announced that the Friends have generously agreed to donate extra copies of the Great Stone Face, Isinglass, and Flume Book Award winners. They have also donated copies of the nominated books for 2025. Kiki attended a Seacoast Area Children's Librarian meeting at the North Hampton Library. They discussed children's programming, as well as the fast approaching Summer Reading Program. The planning for the ever popular SRP is well underway. There are 24 events and programs planned. The SRP website is nearly complete. Kiki has created an Instagram page to communicate with teens called Brentwoodlibrary_teens. With the goal of building teen followers and engagement.

Committees:

Old Business:

Amphitheater update: Janice and Jeff Hyland have created a punch list of things that need to be done by the various contractors. Among the punch list items are moving a memorial planting and addressing scratches on the newly installed bollards in front of the handicapped parking space.

Melody met with a local TD Bank manager to discuss the TD Bank Affinity Program in which TD customers can assign an organization to receive a yearly donation based on their average account balance.

Tom distributed a draft of the wording for grant applications to local banks asking for donations to help finish up the amphitheater.

New Business:

The amphitheater ribbon cutting ceremony is fast approaching. It was decided that the driveway would be closed for the event for safety reasons. Parking will be on the front lawn and one side of local roads. There will be a designated drop off area near the driveway entrance. We discussed the agenda in detail and received input from Ruth Ann Johnston-Cooper regarding the families wishes and goals for the

dedication of the Linda A. Johnston Memorial Amphitheater. We discussed who would speak, the order of speakers and when in the ceremony the ribbon would be cut and the plaque revealed. The immature grass around the amphitheater will be cordoned off to protect it. Jennifer Jones Select Board Chair and NH State Representative Eric Turer will each speak during the ceremony. There will be food trucks, a Bubble House, face painting, baked goods, ice cream, and popcorn. There are three bands lined up, The Pilgrim United Church Band, Swasey Principal Mr. Kew, and the Seacoast Ukulele Players.

Melissa adjourned the meeting at 8:05 PM.

Next meeting: Monday, July 8, 2024 at 6:00 PM.

Respectfully submitted, Tom Walker - Board Secretary