

**Gorham Public Library Board of Trustees Meeting  
Monday March 1, 2021  
Via Zoom**

**Trustees Present:**

Clare Fox, Melissa Laplante, Paul Bousquet, Victoria Hill, Nicole Eastman

**Others Present:**

Shannon Buteau (Library Director)

**Call to Order and Review of Minutes:**

The meeting was called to order by Clare at 6:34 pm.

Clare made a motion to formally approve the minutes from the January 4th meeting. Melissa seconded. Paul made a motion to approve the minutes from the February 1st meeting. Melissa seconded. All were in favor.

**Budget:**

Per Shannon, expenditures are on target for this point in the year. To clarify, periodicals and newspaper subscriptions are paid for twice a year. The elevator had its yearly inspection, as well as mandatory five year weight test (\$500.00 fee). Both costs are required, despite the fact that the elevator is mainly used to move books and holiday decorations a few times per year.

**Director's Report:**

Shannon reminded us that town voting will take place on Tuesday March 9th during the day. Two spots for Library Trustee, which Nicole Eastman and Melissa Laplante are running for, are open. The town meeting in the GMHS gym will then take place at 7 pm that same day, where the amount of people allowed in will be capped due to COVID guidelines. Denise Vallee, Gorham Town Manager, has encouraged all department heads to attend.

Nathan Stiles is scheduled to visit the library this spring to assess the wear and tear on the outdoor stairs and walkway. Since the town is responsible for the sidewalks, Shannon has informed Public Works of the needed repairs.

Mark Yourison is scheduled to check on the condition of the roof once the snow melts. There have been no recent leaks.

Carl Edin, the Project Developer for the library's energy upgrade project, is expected to hear from Eversource and then get back to the library. Shannon expects to share this information at next month's trustee meeting.

The January 30th 2021 balance in the library's NHPDIP account (Murphy Fund) is \$81,730.00. Shannon will verify with Kathleen Frenette, Gorham Director of Finance, who will be overseeing this since the Trustee of the Trust Funds resigned..

**Programs:**

The collaborative virtual programs called “In the Shadow’s of Mount Washington” being offered through The Fortier Library at White Mountain Community College, The Randolph Public Library, The Berlin Public Library and The Gorham Public Library continue to have strong interest. Dan Szczesny is the next speaker and 167 people are signed up for his Zoom presentation. The remaining two presentations scheduled for April and May have already filled up.

Shannon and her staff have been trying to come up with a COVID friendly community Easter project. They are considering multiple ideas that might involve other town departments, while keeping with COVID guidelines.

Take home STEAM projects have been popular since all 25 for the recent kits were reserved. Another Dr. Seuss themed kit will be available at the end of March.

**Other News:**

Clare shared updates about the COVID vaccine clinic in Berlin and discussed the various categories that may pertain to library staff.

No recent activity has taken place with the Friends of the Library group but the goal is that it will resume once the situation surrounding the pandemic improves.

An outdoor fundraising concert is being planned for May 22nd, with a rain day of May 23rd, on the Gorham Common, that will include volunteer musicians. The Berlin Public Library will also be involved and Randolph Public Library has been invited to take part as well.

Shannon was recently provided with a resignation letter from the most recent Alternate Library Trustee.

**Adjournment:**

The next trustee meeting will take place on Monday, April 5th at 6:30 pm via Zoom.

Clare made a motion at 7:25 to end the meeting.\*

\*A private, non-public session was held at the end of the meeting to discuss Shannon Buteau’s Yearly Review.