

Shedd Porter Memorial Library Minutes
July 20, 2023 Meeting
Approved

Present: Carol Reller, Alyson Montgomery, Susan Norlander, Kathy Torrey, Matt Saxton

Alternate: Joe Levesque

Guests: None present

The meeting was called to order at 5:04 PM. On a motion made by Susan and seconded by Joe, the minutes from the June 15th meeting were approved.

June Income:

- Cinnamon Bun Saturday: \$72
- Miscellaneous Fees & Donations: \$14.35
- Chambers book replacement: \$30.00
- Non-Resident Fees: \$20
- Reed Family Foundation: \$5,000
- Ellen Hollingsworth donation: \$30 (Marion Holmes)
- Anne Stuart donation: \$50 (Marion Holmes)

Children's Happenings at the Library

- Summer Reading is humming along! We have had great attendance, even when we had to cancel the River Walk and instead do an indoor craft. Lots of fun, reading, and learning! Thank you to Carol, for your help and expertise with our solar ovens and - of course – the mentos geysers!
- As we look ahead to the fall, we have received a lot of good feedback about offering a Pre-School Storytime. We will switch our Friday event to Kraftevenings for 1st through 4th grade. We are mulling over a Science Series in the winter during that time (with the same age group) – Kate Buckman has already expressed interest in participating.

Adult Happenings at the Library

- Barbara Harper, a Langdon resident, has approached Alyson with the desire to present her "Healthcare Advocacy" talk as adult programming. She has given this presentation before for groups ranging in size from 6-70 people. The focus of the talk is advocating for one's own, or a family member's healthcare when in the hospital. No date has been set yet.
- The Page Turners book group "Summer Reading" discussion date is August 10th. We will be discussing both books. As always, all are welcome!
- The Page Turners book group is a small, loyal group that regularly attends in-person meetings. New members attend some discussions, then are unable to attend future discussions. That is fine! However, books the group is reading are checked out regularly and often by all different members of the community. Seeing this trend, Lindsey and I are going to convert the initiative into a "Big Community Read." Each month, we will request more books from throughout the state, and it will be a book many people in town are reading. The in-person group will continue to meet and enjoy a lively discussion. Anyone who can join us will be welcomed.

Administration/Maintenance

- A big thank you to Gaale who has staffed the desk during Summer Reading programs. Alyson is very grateful – this makes our programs run smoothly because they are fully-staffed, and service to other patrons does not suffer.
- The Little Free Library is in progress.
- The SPML Tote Bag has been tabled for the time being.

Circulation

Circulation was robust in June – 1460! The percentages are below:

- NHDB: 32%
- Adult Collection: 20% (25% of the circulation was NF)
- Youth Collection: 33%
- DVDs: 4%
- Audio & Magazine: 1%
- ILL: 11% (78 in, 76 out)

Alyson's vacation and sick time

13 PTO days will remain after one day off planned for August.

Treasurer's Report and Finances

June and July income and expense reports, reflecting May and June, were not available.

Building and Maintenance

Bathroom and Hallway:

No quote has been received. We are hoping that Bellows Construction can install an upgraded toilet sooner rather than later. This would be the initial phase of the larger bathroom project. Susan has been in contact with them on this.

Front Door:

A full fix to recurring problems is still pending. We hope this will be addressed at the same time the bathroom work is performed.

Windows:

Chris Morrill came by the library Tuesday at Matt's request to look at the windows for painting (outdoors). We hope to receive a quote back.

Gutters and Roof:

We are awaiting a report from Melanson on the work they performed on the roof. In any event, there was no leaking from the roof during the recent rains. As previously reported, we are expecting an estimate to fix the corners with copper rather than rubber; Matt anticipated that this would be a warrant article for 2024.

Other Buildings and Maintenance Items:

We are waiting on the electrician, John Allan.

Old Business

Grants and Facilities

SPML was awarded a grant for a building assessment from The NH Preservation Alliance. Hooray! Many thanks to Kathy for your time and effort! We are hopeful that that building assessment will commence in the fall. There is a process that the NH Preservation Alliance wishes us to follow for this assessment.

Other Old Business

- Kathy and Alyson are pausing on the strategic planning process for the summer.
- Susan said a clearer understanding of what it costs to run the Library was probably required and input from the Town would likely be needed. It should be noted that the Selectboard was willing to provide this type of information at their meeting on 6 June.
- Carol outlined the work she and Kathy had done with Selectman Gordon Kemp on a Memo of Understanding with the Town regarding Town responsibilities, the Selectboard responsibilities,

and the Trustees responsibilities pertaining to the library. All three agreed that the document is ready to go to both boards for review. Carol will send the document out. Carol asked the Trustees if they would like her to work further with Gordon and Kathy, so we all had a clearer understanding of what it costs to run the Library. Input from the Town will be needed and the Selectboard was willing to provide this type of information at their meeting on 6 June. One goal is to determine specific budget line items needed, similar to what Walpole does. All thought this was a good idea.

- Carol outlined ongoing issues we have had with FatCow. We have migrated our domain to Wix rather than have FatCow host it. Per the last interaction with FatCow, some changes were required to settings on Wix to facilitate our service. With coaching from a FatCow tech, Carol made these changes and things have been better although not 100%. Susan suggested that if we continue to have issues that we might ask Nick Sintros, an Alstead resident and the tech person for email at SAU 60, for some input and suggestions.

Carol explained the potential alternatives to FatCow, Proton and Gmail. She presented the following information:

Library Email Options:

	FatCow	Proton	Gmail (Google Workspace)
Cost	\$119.88 renews on 8/14/2023	\$6/month/user or ~ \$1100/year now	\$6/month/user or ~ \$1100/year now
Reviews	Mixed	Mostly positive	We all know gmail
Pros	<ul style="list-style-type: none"> • Inexpensive • Unlimited number of accounts (flat rate pricing currently). • Support has been easily reached via chat. 	<ul style="list-style-type: none"> • Very private and secure. • Supposedly simple and easy to use. 	<ul style="list-style-type: none"> • Can be purchased directly through Wix which hosts the webpage. • Will use sheddporter.org • 2 step verification available. • They actually have live support.
Cons	<ul style="list-style-type: none"> • Poor service, not always reliable. • Only 500 MB storage • Live support almost nonexistent. 	<ul style="list-style-type: none"> • Service is so so based on reviews. • Only 500 MB storage • Not a US based company • Bare bones. • No live support. 	<ul style="list-style-type: none"> • Potential confusion with personal accounts. • Google knows all. • Expensive because we are not considered a nonprofit.
App Available	No	Yes	Yes
Other			Business version also includes many other Google apps – drive, Calendar, meet, docs, etc.

We agreed to monitor the situation for now and that people would report issues to Carol. Carol reported that FatCow email renews in August.

We also discussed the issue of having a “card on file” to pay for technology/online accounts. Some alternatives were a separate checking account and debit card, or a bank/gift card loaded with enough funds to cover these accounts on an annual basis. Those present felt a separate checking account and debit card would be an acceptable solution and we will discuss this in more detail when the Treasurer is present.

Carol went on to outline the opportunity for a tech grant from the NH Charitable Foundation that might fund a change in email providers. This grant would pay for many other items, particularly hardware, but only one year of email. All concurred that Carol and Alyson should pursue this.

New Business

There was no new business.

Potential Action/Agenda items for the next meeting, Thursday, August 17, 2023 at 5:00 PM

1. Minutes reviewed and approved.
2. Librarian’s report and budget discussion.
3. Treasurer’s report.
4. Maintenance/committee updates.
5. Ongoing work with the Town detailing operations and costs.
6. Any grant updates including the building assessment project.
7. Strategic planning updates.
8. Email and technology updates including “card on file” alternatives.
9. Tote bag updates (tabled).
10. Liaison concept for Langdon (tabled).
11. Other old business.
12. Any new business.

The meeting adjourned at 6:38 PM on a motion made by Joe and seconded by Kathy; the motion passed unanimously.

Respectfully submitted by Carol Reller