

## Abbott Memorial Library

Board of Trustees Minutes August 21, 2023

The August 21st meeting took place in person at the library.

The meeting began at 7:10pm.

Present: Cara DeFoor, Jocelyn Randles, Mary Worrell, Doug Abbott, Cory Smith, Betsy Rhodes

The agenda was reviewed and adopted.

The June 19, 2023 Minutes were adopted

### **Reports**

Cory Smith (Librarian)

- Cory has resumed working at the library Tuesdays and Thursdays from 4pm to 6pm.
- Cory suggested that the board consider forming a subcommittee on whether to access current HVAC federal grants.
- There has been dampness, but no damage, on the edges of the basement floor after the extreme rains.
- Summer reading program has been ongoing, logs and craft kits have been distributed.
- The craft table has been open and well attended daily throughout the month of July
- The courier grant application is due by end of Aug. This is an annual federal grant that pays for half of the cost of the courier service.
- MOTH storytelling will be held on Aug 25<sup>th</sup> Friday
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Betsy Rhodes (Building and Grounds)

Updates:

- Basement water has been very minimal, no flooding, but mild dampness on the edges of the perimeter. While we have recently purchased a dehumidifier that seems to be very effective, we have agreed to purchase a second one in case of excessive rain. It is optimal to have two, and the old one no longer works. Board member, Doug Abbott, will remove it and take it to the dump.
- The board has agreed to remove the blue rug and the green sofa from the basement as they smell of mildew/mold. Board member, Mary Worell, will contact Ham Gillett, Community outreach contact with the Greater upper Valley solid waste management district GUVSWMD.
- The back door continues to allow a small amount of water to come up and go over (but not under) the sill. Betsy contacted John Barnes and he will address the back step to address the water.
- John Barnes has also agreed to work on the chimney next year.

- Radon levels have been low, even with the rain. We are expecting the levels to rise in the winter. We are committed to upgrading the air exchanger but doing further research into which model to choose. We will also look into buying a thermostat such that the system can be set to circulate air prior to turning on the HVAC
- Betsy spoke with the Pomfret Road Foreman, Jim Potter, who will be coming next week to 1. address the separation of rocks upstream of the parking lot and 2. Use hard pack on the parking area. He also said he was trying to contact Pike Construction to fix the pothole.
- Scoping study grant proposal was denied.
- Betsy and Cory preemptively cut back the shrubs between the parking area and the brook.
- The service contract with Dead River has been nullified as we will no longer purchase oil from them. We will be included in the town purchasing contract with Irving. However, no service contract is currently included. We have agreed to enter a service contract inclusive of annual cleaning/tune-up of the boiler and preferred emergency response status. Betsy will cut the Dead River tag off the oil fill pipe located on the back of the building.

New concern:

- Eventually we may want to investigate latch repair of bathroom door.
- Betsy sanded the back door to allow for smooth opening and closing.

Jocelyn Randles (Development):

- Jocelyn has received the library note cards for the annual appeal letter.
- Jocelyn has circulated a first draft of the annual appeal inclusive of quotes from patrons.

Doug Abbott (Outreach)

- MOTH will occur on Friday Aug 25<sup>th</sup> at 7pm.
- Discussion of possible Halloween event.
- December 5<sup>th</sup> at 6:30pm. Four poets.
- Discussion of Valentines event geared toward children.
- Lantern Walking event discussion.

Mary Worrell (Chair)

- Web page updates discussion

Next meeting will be held at 7PM on September 18, 2023

Meeting adjourned: 8:39pm.

Respectfully Submitted by

Cara DeFoor, Secretary

