

**Sanbornton Public Library Board of Trustees  
Minutes for March 15, 2022**

**Call to order at 6:02 pm**

**Trustees: David Adams, Chair; Michael Gray; Virginia Blackmer,**

**Absent: Paula Grassie, Grita Olmstead**

**Others present: Rebekka Mateyk, Library Director;**

**Secretary's Report: Motion to accept the February 15, 2022 Secretary's Report, VBlackmer/MGray. unanimous**

**Treasurer's Report: David noted the main account balance is \$62,774.50 and reviewed the accounts. Motion to accept the Treasurer's Report, VBlackmer/MGray. unanimous.**

**Building Report: The Board discussed the three vendor's that we received quotes from to restore 22 windows in the Woodman building. The windows are warped, hard to open and not energy efficient. Olde Window Restorer completed the most detailed quote, price and availability. Motion to move forward with restoration and scheduling with Olde Window Restorer at \$23,530.25. This project will be completed with funds from the Building Fund donation. VBlackmer/MGray, unanimous.**

**The issue with the front door lock was discussed. There are problems with the tumblers not moving and locking when it is cold. Rebekka will continue to seek quotes for replacement. Rebekka has been working on technology updates. The board discussed completing necessary network updates all at once including approving replacing the director's computer so equipment is operating at the same level. Motion to increase the amount to upgrade the computer network to account for the increased cost of the Sonicwall router and to install a domain server to a budget of up to \$20,455 which includes an estimate of \$5,000 for installing new Internet wiring with the Building Fund Donation account. VBlackmer/DAdams, unanimous.**

**Director's Report: The Library is offering a Kon Mari online program on how to organize your home on March 30 from 7-8:30pm. We are collaborating with five libraries in the area to bring this program to the community. Families have been invited back to storytime inside the library. The Fiber Arts Group is meeting too.**

**Old Business:** Discussion to continue with current Covid protocols. The SPL payroll will continue to be administered by the library at this time. VBlackmer volunteered to be the new garden coordinator/liaison.

**New Business:**

**Library Trustee officer positions were appointed as follows:**

**David Adams, Chair**

**Virginia Blackmer, Vice Chair**

**Michael Gray, Treasurer**

**Paula Grassie, Secretary**

**Motion to appoint the officer positions MGray/DAdams.**

**The meeting time was discussed and changed to Tuesday at 10:30am on the third Tuesday of the month.**

**The library director recommended the hiring of Heather Peterson to the position of Assistant Director/Adult Services Librarian. Heather has a MLIS from Dominican University and the College of St. Catherine and she has been employed at the library since September as a library assistant. A motion was made to hire Heather Peterson as the Assistant Director/Adult Services Library at Grade 11/Step 5 and a 3-month review MGray/VBlackmer, unanimous.**

**The trustees recommend posting the Library Assistant and Library Page positions.**

**Other Business:** Museum pass discussion was tabled to the next meeting.

**Motion to Adjourn at 7:25 pm**

**Next Meeting-April 19, 2022 at 10:30 am**