



**Deep River Public Library  
Board of Trustees Meeting  
Monday, October 16, 2023  
7 pm at the Library  
Minutes**

**Present:** Sarah Field, Linda Hall, Alexa Jamieson, Lori Lenz, Kim Olson, Pat Risinit, Susan Rooney, Kathryn Russell

**1. Call to Order:** The meeting was called to order at 7:05 p.m. Notice was given that the meeting was being recorded.

**2. Recognition of Library Trustees:** Linda Hall recognized and thanked Pat Risinit and Kathryn Russell for their service to the board, noting that this would be their last meeting as board members.

**3. Audience of Citizens:** None

**4.. Approval of Minutes:** Minutes from the September 11 meeting were unanimously approved, with the following amendment: under item 8, make additional specific notation that the funds purchasing the second library bench are DRPL funds.

**5. Treasurer's Report:** A report from Citizens Bank was not given. Kim Olson reported that the Liberty Bank checking account balance is \$4,316.15. The report from the Citizen's account was reviewed. Lori Lenz asked Susan if the balance was sufficient for ongoing operations, and Susan affirmed that it was.

The Profit and Loss Detail Report from July1 through October 16 was reviewed. Discussion ensued regarding the possibility of investing some of the money not needed for current monthly operations into a CD. Kim Olson agreed to discuss options for this with the bank officer. A motion to approve the Treasurer's Report was made by Lori Lenz, seconded by Sarah Field and unanimously approved.

**6. Correspondence:** None

**7. Library Director's Report:**

- Library Stats: Susan Rooney reviewed the library stats for the month of September, noting that usage was slightly down in all categories.
- Circulation desk update: Susan Rooney shared visuals of the proposed new

Circulation Desk.

- Security Camera Update: Susan Rooney reported that the cost of a motherboard to hold 16 cameras, including labor is estimated at \$1,109.99.

**8. Update on Committee Assignments:** Kim Olson mentioned that a tree was growing out of one of the gutters. Susan Rooney will discuss this with Town maintenance and request immediate action.

**9. Old Business:**

- Additional Security Equipment: The need and cost for additional security cameras and the motherboard were discussed. Kathryn Russell made the motion that the motherboard be purchased at the cost of \$1,109.99 and that three cameras be purchased in an amount not to exceed \$550. Sarah Field seconded the motion which was unanimously approved.
- LaPlante Donation: It was reported that the Town Attorney had reviewed the donation letter and given the approval to proceed with endorsing the donation check. Treasurer Kim Olson will discuss investment options with the bank officer. It was determined that \$5,000 of the funds would be kept liquid and the balance of the funds would be invested until further board discussion and determination of uses for their expenditure.

**10. New Business:**

- Discussion of Possible Purchase of Recording Equipment: Susan Rooney reported that purchasing a higher grade of recording equipment would cost approximately \$250. Kathryn Russell suggested that the board look into using ZOOM to record the meetings. Sara Field suggested that the board look into using Google Meet to record the meetings. It was determined that these options would be explored and further discussed at the next board meeting.

**11. Adjournment:** Sarah Field moved that the meeting be adjourned. Alexa Jamieson seconded the motion, which was unanimously approved. The meeting was adjourned at 8:42 pm.