

South Berwick Public Library  
Library Advisory Board Meeting Minutes  
January 21st, 2020

Attendees: Katherine Gilchrist, Karen Eger, Mark Dutra, and Mike Siebach

Meeting called to order at 6:00pm by Karen Eger.

No minutes to approve because there was no December meeting.

Heating system work continues. New heat pumps have been installed, but other hardware is malfunctioning/freezing. Workers are still working on repairs and have been for a few weeks. There is no estimated time for work to be done.

Handicap ramp update - Two patrons have not been able to use the library due to the handicap access ramp not being cleared. In one instance the individual was directed to the Rollinsford library, and in the other, the library was able to deliver the books/materials to the individual. Karen and other library employees have done their best to accommodate. The town has received a new design proposal from an architect and the town plans on putting that plan out for bids in the month of February. Karen will inquire again in late January to keep that top-of-mind with the town.

Discussion on meeting room requirements. We agreed that the goal of our library meeting room policy is to protect the library and offer clear guidelines for those who are interested in using the library to host a meeting. Mark will look for a risk-assessment template that we might be able to include in our meeting room policy guidelines. Each of us will be reading through the meeting policy and recommending edits. We would like to discuss these items at the next meeting, finalize some updates, and submit it to the town for approval/signature. We want this to be public and clear.

Next meeting is Tuesday, February 18, 2020, at 6pm.

Attested: 

Chris Siebach

5/26/2020