

**Brighton District Library Committee Meeting Minutes**  
**April 5, 2022**

**Call to Order:** President Jim Muzzin called the meeting to order at 7:30 p.m.

**Attendance:** Pat McDonald, Arla McPeek, Jim Muzzin, Kathryn Poppy. Staff - Director Cindy Mack

**Director's Report:**

- We have had mechanical problems with the heating system lately, including a belt that needed to be replaced, a leaking coil and a condenser not working. As a result, heating in the building has been a bit inconsistent. It is fixed now.
- In the next week or two the fundraising, finance and building committees will all meet.
- Cindy has initiated communication with the library's attorney regarding institution of a policy that Request for Reconsideration forms may only be submitted by local residents, not outside groups with no local connection.

**Resolution 22-0021:** Moved by Kathryn Poppy and seconded by Patrick McDonald to approve the payment of bills based on the claims docket in the amount of \$41,929.70 dated April 5, 2022. The motion passed unanimously.

**Water softener replacement project** –Beauchamp's bid was less expensive than the other two vendors who responded with proposals, owing partly to the fact Beauchamp recommended a smaller unit. When asked, Beauchamp supplied us with a second proposal for a larger unit (which was still cheaper than the other two vendors) but insisted the smaller unit was perfectly adequate for our building. The board trusts their expertise and opted for the smaller unit.

**Resolution 22-0022:** Moved by Arla McPeek and seconded by Kathryn Poppy to accept the quote from Beauchamp Water Treatment Solutions for the water softener replacement project. Cost not to exceed \$7,000 with funding coming from the Capital Expense Fund. The motion passed unanimously.

**Full-time Youth Librarian** – In the last few months we have had two part-time employees leave Youth Services. In this labor market it is easier to hire full time workers, and the cost of benefits isn't a big concern because two other employees didn't use the health insurance that was budgeted for them this year. We have nine applicants for this new position full-time position, five of them very strong.

**Resolution 22-0023:** Moved by Patrick McDonald and seconded by Arla McPeek to approve the creation of a full-time Youth Services Librarian position, with funds budgeted from two part-time open positions in Youth Services. The motion passed unanimously.

**Adjournment:** Kathryn Poppy moved to adjourn the meeting and Arla McPeek seconded the motion. The meeting was adjourned at 7:47 p.m.

Respectfully submitted,

Arla McPeek, Trustee