

Library Trustees Meeting Minutes

Wednesday, February 9th, 2022

Attendance and Additions to Agenda

Members Present: Jim Fowler, Judi Baraly, Becky Bailey, Maureen Spilsbury, Karen Haskell, Shannon Glidden, Diane Town & Jen Haynes (Director)

Public: Kathleen Eames

A. Meeting called to order at 4:32

B. Minutes, January 2022

- Maureen motioned to accepted. Judi seconded. Motion Passed.

C. Standing Reports:

1. Treasurer's Report

- Donation made with specific request to be used in the Children's section
- Deposit from NH Common Funds – larger than usual – can be used for programs/materials to really impact community (in addition to the budget)
- Possibility of adding to digital book resources (have own library)
- Edward Jones accounts – reinvested money rather than take a check since the library received the larger donation
- Lawn Account - \$3, 536.43 (received bill for \$492)
- Judi requested that the lawn account be added to the monthly treasurer's report
- Karen motioned to approve. Shannon seconded. Motion passed.

2. Director's Report

- Under spent our budget again this year
- Reviewing park and museum passes to see what should be renewed and which we should pass on
- Kelly joined on as the adult services director – planning the year ahead
- Sandy continuing guitar lessons – currently 2 regular students
- Air conditioners are going in – right now. Zajac has begun installation & electrician (Jimmy Ells) installed panel.
- Winter Carnival – February 26th – will be building igloo for the kids. Reached out to community for donations of ice blocks
- Looking ahead to summer reading program (ocean theme) - Eileen will be getting started on crafts and projects for that – will be opened up

- Online Spark Joy program – between 4 libraries (cost effective) and will be looking into more opportunities like this
- Maureen motioned to accept directors report. Diane seconded. Motioned passed.

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D. Old Business:

1. Trustee Renewals Ballot Filing

- Maureen & Karen on ballot
- Write in Kathy to replace Becky

2. Long Range Plan

- Plans have been taken down
- Jim brought some examples to the meeting
- Question raised whether we should discuss/develop plan together or if a sub-committee could better complete
- Before beginning to develop – create a survey to send out to town to see what things they would like to see at the library
- Trustees should send Jim 1-2 questions for the survey from which we will create the survey – once survey is completed – committee can be formed to develop Long Range Plan

3. Library Lot Update

- Money raised to meet LCHIP – of the funds leftover, time elapsed and therefore the funds are no longer available (it was unspent because the grading didn't get done because we lost the contractor)
- Judi spoke to this – waiting to hear back as to where/why the money is gone as it was a mandated capital account – LCHIP accepted final report so last check should be arriving to the town from them
- Light Post Plaques – 8 plaques to go on 4 posts (names on each side)
- Front Lawn Grading & Bench – could use lawn lot funds to purchase, once snow goes away – patio will be power washed and put sand in the cracks to fill

E. New Business

1. Building Repairs

- old part attic insulation, handicap access, north side – stewardship says maintenance will be done inside and out.
- Jim mentioned that a push button should be added to the door where the ramp is to help with accessibility

2. Warrant Article #12 – Library accepts gifts of personal property donated

- If the donation is under \$5000 and a donation in kind – trustees approve
- If the donation is valued over \$5000, it needs to be approved by a public hearing
- Article is already in place – just “housekeeping” to reinforce what is already around
- Trustees will add acknowledgement of donations to monthly agenda in the future

3. Survey Background Checks

- Town requires background checks – they are completed prior to employment
- 52% of libraries surveyed require background checks
- How long is it good for when employees leave and come back after an extended period of time

4. Library Hours

- It was brought up to have hours on the sign outside so town people can see them from the road
- Jen will put sticky numbers up on the board

F. Adjournment: Motion to adjourn was made by Judi. Seconded by Shannon. Motion passed. The meeting adjourned at 5:56.

Next Business Meeting: Wednesday, March 9th, 2022

Minutes Submitted by Becky Bailey