

Silsby Library Trustee meeting minutes – draft
Wednesday, March 29, 2023

Meeting called to order at 4:31pm by Chairman Jim Fowler

Attendance: Jim Fowler, Maureen Spilsbury, Karen Haskell, Judi Baraly, Clif Stark, Kathy Eames, Meg Lambert, James Lupolt, Jen Haynes Director

Approval / correction to February minutes draft – Maureen corrected Edward Jones to Vanguard in Standing Reports / Treasurer's Report. Kathy moved that we accept the minutes as corrected, motion was seconded and passed unanimously.

Standing Reports

1. Treasurer's Report: Maureen reviewed bank account activities. The town audit was accomplished a week ago. Cliff moved that the funds in Savings account be moved into the debit account. The motion was seconded and passed. Judi moved to accept the treasurer's report, the motion was seconded and passed unanimously.
2. Director's Report: Jen reviewed the many successful February library activities including NH Humanities Programs. Jen is currently working on several grants. She reviewed upcoming programs. Maureen moved that we accept the Director's report, the motion was seconded and passed unanimously.

Old Business

1. Newly elected trustees were introduced: Meg Lambert, James Lupolt (alternate). Mindy Scott was not in attendance.
2. Election of officers: Maureen moved that we elect Judi Baraly as Chairperson, Karen Haskell as Secretary. Both motions were seconded and approved unanimously. Karen Haskell moved that we elect Maureen Spilsbury as Treasurer. The motion was seconded and approved unanimously.
3. Changing meeting time was discussed. We will leave the time at 4:30pm on the second Wednesday of the month.
4. Discussed again removing old light poles which needs an electrician to accomplish, trying to contact James Ells.
5. All approve of the new library sign.
6. Warrant article passed in town meeting which will provide funding for the library lot update, patio and north step renovation. We are on the spring list for the landscaper. We need a work day to remove as many bricks as possible to reduce costs.
7. Discussed insulation for the library attic, funding through LCHIP.
8. The annual book sale will be held Saturday, July 15 from 9am to 1pm. All trustees are expected to help with set up, day of sale or both. Set up July 14. Jim has booked the community room for both days. The board agreed that we will not take book donations other than a few at a time until after this year's sale.
9. Discussed a long range plan and formed a committee; Maureen, James, Meg and Jen. Chairperson Judi suggested the committee meet before the May meeting.

New Business

1. The trustee file cabinet is now downstairs in the storage room, which Jen pointed out is designated as library space. Judi suggested Jen print out any supporting literature ie emails. Will check with NHLTA re: how many years we need to keep trustee paperwork.
2. Trustee Bylaws : Judi, Maureen and Karen will meet to review bylaws

3. New trustees are urged to attend either the April NHLTA conference or the July NHLTA new trustee conference.
4. Jen discussed the Mango language learning subscription. After discussion, Kathy moved that we spend \$1000 for a year's subscription. The motion was seconded and passed unanimously. We also discussed holding a foreign language party at the library after a few months for subscribers.
4. Maureen distributed trustee information packets to all and reviewed high points with new trustees Meg and James.

Kathy moved to adjourn the meeting at 5:50pm. The motion was seconded and passed unanimously.

The meeting was adjourned at 5:50pm by Chairperson Judi Baraly.

The next meeting will be held April 12, 2023 at 4:30pm.

Minutes draft submitted by Karen Haskell, Secretary.