

**Library Trustees Meeting Minutes**

Wednesday, September 8, 2021

**Attendance and Additions to Agenda**

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

Absent: Jim Fowler

**A. Meeting called to order at 5:00.**

- Butterfly Garden Event added to the agenda

**B. Minutes, August 2021**

- Secretary absent last meeting – minutes were emailed. Becky will work to type them up.

**C. Standing Reports:**

**1. Treasurer's Report – August 2021**

- Not a lot of changes since last month
- One uncashed check (Steve Taylor)
- Shannon motioned to approve. Diane seconded. Motion Passed.

**2. Director's Report**

- August is slow month – vacation & getting ready for school
- Hosted 2 programs
- Sandy continuing to teach guitar lessons – Wednesday afternoon (FREE)
- Sandy also continuing to weed out the collection
- Eileen is prepping for story hours/children's programming
- Still adjusting to Chromebooks
- Jen completed two grants in August – 1: if approved wifi will be completely upgraded (Hub for the area), 2: NH Humanities for \$7,000 – would enable library to host one program a month for a full year
- Collaborating with Carla Boyington at the middle school (district librarian) to apply for a grant to replace the broken air conditioning/filtration system. Even if grant is not approved, town agreed to make this happen
- Brick patio - \$3000 to power wash area. Jen feels that volunteers looking for community hours could come and help weed, use brooms to spread the sand in the area. Maureen will call Kelly tomorrow (MJS), check is on the way and find out when we are on the schedule
- Shannon motioned to approve Director's report. Diane seconded. Motion passed.

**D. Old Business:**

**1. Library Lot Update**

- Possibly put patio on hold with MJS and have teen volunteers come and weed the patio, then spray weed killer to ensure they don't come back
- On hold until Jim returns

**2. COVID**

- Only difference is masks are now mandated in the Library

**3. A/C Update**

- See director report

**4. Alternate Change**

- Motion to approve Karen Haskell becoming full trustee board member vacated by Marie Weller. Maureen motioned to approve. Diane seconded. Motion passed.

**5. Garden Event**

- September 25<sup>th</sup> at 10:30 in the morning
- Karen and Jen will be going to get plants for the garden – saving half of the funds for next year to purchase new plants
- Jen bought new books to hand out to children in attendance
- Jen will let Becky know how many books she needs stickers made for (Butterfly design with “Given in Memory of Laurie Kathryn Hassett”)
- Bench is placed outside in the patio area – picture put in “Our Town” with acknowledgement to Dennis Riviezzo for building the bench
- Garden event was posted in the “Our Town” already and Jen will put a poster out this week – will be shared on FB and posted on bulletin

**E. New Business:**

**1. Social Media Policy – town's -**

- This is written up by the town – if you post something and it turns out badly, you are liable – not the town
- Jen is the only administrator for the Facebook Page
- Judi moves that we remove the town's policy from consideration due to it not being applicable to the board of Trustees. Shannon seconded. Motion passed.
- For old business next meeting – discuss the possibility of developing our own Social Media Policy for the Library.

**F. Adjournment:** Motion to adjourn was made by Becky, Diane seconded. Motion Passed. The meeting adjourned at 5:36.

**Next Business Meeting:** Wednesday, October 13<sup>th</sup>, 2021

Minutes Submitted by Becky Bailey