



Board of Trustees Meeting Minutes April 11, 2023

Attendees: Attendees: Trustees Jack O'Reilly (JO), Meghann Wayss (MW), Paul Pelletier, Alex Jacuch (AJ) and Ted Karabinas (TK), Patron S K Beswick (SK)

JO called the meeting to order @5:37 and welcomed SK.

Minutes: February 10, March 15 and March 15 non-public, and March 23, 2023. Moved by MW and seconded by JO to approve all listed minutes. Trustees voted in the affirmative for the meetings they had attended. Feb 10 (3-0) Mar 23 (3-0 for both). Mar 23 (4-0).

Treasurer's Report: Spending is on track. Second quarter appropriated funds have been received from town hall. There was a discussion on tracking donated funds which will be brought up at the next meeting.

Director's Report

- The town's insurance carrier has requested an updated appraisal on a few of our items. LB has found an appraiser, Jay Williamson. She has also started adding prices to all of the items in the collection so replacement costs can be added next year.
- AED training was held on 3/30 at 11:00.
- There have been no more charges on the town credit card. It was moved by MW and seconded by PP to authorize the Director to return the card to the appropriate town hall personnel. Motion passed 5-0
- There were \$8 in donations since the last meeting. It was moved by TK and seconded by MW to accept. Motion passed 5-0.

Policies: Discussions were held on two scheduled policies but since there were questions they were tabled to the next meeting.

Building Maintenance:

- Expired CO detectors have been replaced.
- Backflow prevention testing is scheduled for 4/19 with Portsmouth Water Department
- Water was found on the floor by furnace #2 Downing HVAC fixed a loose hose.

Old Business:

- LB is still waiting to hear from the NH retirement board to add our full time employees to our own account. We will need this to complete before taking over payroll. It is now estimated that we will take over payroll in July.
- All information required by Citizens Bank has been collected and forwarded by MW. Hopefully we will be receiving new credit cards in the next 2 weeks.

New Business:

- SK attended to discuss a donation she had made during the building addition. Her donation was used to fund the outside patio and she had hoped for a bench to match the one in the front of the building in memory of her late husband. The Board members apologized for any confusion from the past. SK discussed possibly providing funds for a new bench. The Board felt a plaque also should be installed to recognize the funding of the patio. It was moved by JO and seconded by AJ to look into and gather information for the requested bench and something to acknowledge the funding for the patio. Motion passed 5-0 TK will be the lead on both and report progress to the Board.
- National Library Week is April 23-29. MW is in charge of the effort to purchase gifts for the staff.

Next Meeting: 5/4/23 at 5:30

Adjournment At 7:20 it was moved by AJ and second by TK to adjourn. Motion passed 5-0.

Respectfully submitted
Jack O'Reilly