



Board of Trustees Meeting Minutes January 26, 2023

Attendees: Attendees: Trustees Jack O'Reilly (JO), Paul Pelletier (PP), Meghann Wayss (MW), Lillian Wilson, Director Lara Berry (LB) and guest Alex Jacuch

Jack O'Reilly called the meeting to order @ 5:37

Minutes: January 13, 2023. Moved by MW and seconded by LW to accept. Motion passed 4-0

Treasurer's Report: Final numbers report from the town cognizant portion of the 2022 budget was received. Town's portion is underspent while library is overspent. LB has passed the information to our bookkeeper. LB needs the final numbers for the town report.

Director's Report

- LB presented a preliminary report that has been requested by the Budget Committee for all library budget 2022 over expended budget lines and which underspent total budget lines the offset would come from. It was moved by JO and seconded by LW to approve the report submitted by LB. Motion passed 4-0.
- LB has calculated what the town needs to remit to the trustees from funds they did not spend in 2022 and is part of the appropriations approved by the Legislative Body at the 2022 town meeting. Her figure is \$3709.77. It was moved by LW and seconded by PP to have LB inform the town administration to send us a check in that amount. This is in accordance with RSAs. Motion passed 4-0. This further reinforces having the trustees take over administration of the entire budget, also as allowed by RSA.
- Town Budget Committee public hearing is scheduled for 2/8 at 6:00
- A question was raised about closing the library on Saturdays when there is a Monday holiday. LB explained the rationale. It was agreed by all that the Personnel Manual should be reviewed and updated.

Policies: LB is working on an update and then we can schedule reviews.

Building Maintenance:

- One of the fireplaces is out of order due to a valve issue. LB is pursuing a fix
- The AED pads have been replaced. LB will contact the Fire Department about scheduling a CPR training session for the staff and will notify the trustees so any who wish can attend.

Old Business: The credit cards were discussed. LB and JO visited a different bank than the one that issued us our present card. The new bank's card is what would work better for us. We submitted an application for their cards. Once approved we will close out the current bank cards and cancel them.

Next Meeting: 2/6/23 at 5:30

Adjournment At 7:10 it was moved by LW and second by PP to adjourn. Motion passed 4-0.

Respectfully submitted
Jack O'Reilly