

Board of Library Trustees Meeting

February 17, 2022 @ 5:30

Attendees: Jack O'Reilly, Lillian Wilson, Cathy Hazelton, Meghann Wayss, Lara Barry,
and Paul Pelletier (P.P. left @ 6:37)

Call to order @ 5:35 by J.O.

- Approval of January 25, 2022 Meeting Minutes Motioned by C.H. and seconded by L.W.
- The 2021 Treasurer's report \$9,000 over expenditures of Trustee lines were replenished by the unspent funds(from unspent wages, retirement, and health insurance) that originally were to be "returned to the town".
- NIOSHA N95 masks were ordered but the library staff prefer the KN-95
- Mask requirements for patrons (discussion) being tabled until next meeting and updated CDC guidelines
- 2021 town-managed budget lines were sent only two days before the annual report deadline. L.B. emailed Martha asking that the prior year's numbers be provided to the Library director and trustees by February 1st every year for the accountant (Patricia) and the trustees to view them. We are waiting for an answer.
- Starting in March Eversource will be billing the library directly. L.B. to call the DPW and Hartmann (propane) to have the bills remitted to the library.
- 2022 Public Budget Committee went well. The Library capital reserve warrant article and budget both had unanimous support from the BC and the selectman.
- L.B. to write a new letter to the town for higher appropriations now that the Library will be paying the utilities directly (starting in April).
- L.B. hasn't heard back from East Coast HVAC regarding the flame sensor replacements and has not followed up with the. Considering Dowling HVAC (positive referrals from several local library directors). Dowling is accepting new clients and will be providing a 2x a year contract estimate. The cost of the estimate will help determine if we are to switch HVAC companies.
- L.B. ordered a cabinet at Lowe's that Jeremy installed in the staff room. L.B. organizing the staff room to accommodate the entire staff and its needs.
- Our lawn care company, Organic first, is responsive and follows up. We are going all organic with exception of the grub control. We will discuss the 100% organic alternative in the future; the 100% grub treatment is called milky spore.
- January donation of \$7.00 accepted. Motioned by C.H. and seconded by L.W.
- L.B. attended the Tuesday February 15th virtual NHLTA conference and will be co presenting two round tables (one about trustee/director roles and responsibilities and one about raising awareness of diversity and inclusion). Both times are TBD.

- Invites, to candidates running for office, to the Zoom Candidates Night on Wednesday March 2, 2022 @ 6:30 were mailed. Candidates should RSVP and provide any materials they want posted online by February 23.
- Teen advisory group did a great job on their escape room and was enjoyed by its participants.
- 2 out of the 5 Ukuleles have been checked out
- Pat Day-Lollini donated a Blu-Ray player and a Switch was donated by “anonymous”
- Book Group meet Tuesday March 15th and Friday March 18th reading The Measure of a Man: A Spiritual Autobiography by Sidney Poitier.
- In person program, with author Anders Morley, was cancelled due to a family emergency.
- Amanda’s “imagination bags” are a hit and are being continued.
- L.B. hasn’t reviewed or summarized January numbers yet. Theresa, Amanda, and L.B. are working on changing spreadsheets to include figures the state wants libraries to track this year.
- L.B. hasn’t filled out the 2021 annual report for the state as the programming, budget, and billing have been made priority.
- Non-Public session, per RSA 91-A:3, was called to session by J.O. and seconded by C.H. @ 6:42. Passed by roll call vote 4-0.
- C.H. motioned to come out of private session @ 7:12 and seconded by L.W. Passed by roll call vote 4-0
- J.O. motioned to seal the minutes in perpetuity and seconded by L.W.
- J.O. thanked C.H. for her service as trustee
- Adjourned @ 7:15 by J.O.
- Next Board of Library Trustees Meeting: March 24, 2022 @ 5:30