

Newington Library Board of Trustees Meeting Minutes June 6, 2017

Present: Trustees Jack O'Reilly (JO), Cathy Hazelton (CH), David Turbide (DT), Lillian Wilson (LW), Peter Welch (PW); alternates Lee Lamson (LL), Steven Bush (SB); Library Director Lara Croft (LC)

Meeting called to order by chair at 1:33 PM

Sean O'Reilly of the Newington Police came to the library to inform the board about the ALICE program (Alert/Lock-Down/Inform/Counter/Escape) and offer suggestions on how to prepare the library and staff for prevention and reaction to a terrorist threat. His primary suggestion is to cover the windows between the main open space and the children's room, and get locks for the children's room doors to prevent a 'shooter' from awareness and easy access to any children that might be on premises and provide them with time to escape. The board will consider that suggestion but has concerns about keeping all areas of the library open and visible to discourage opportunities for abuse or other illegal activities. Resuming the regular board meeting:

Minutes: Moved by LW, seconded by CH to accept May 3 2017 public minutes. Accepted 5-0

Treasurer's Report: All expense categories appear to be on track for this point in the year.

Director's Report: The library continues to operate smoothly, service a growing base of patrons, groups and activities.

- Skyline Roofing has been contracted to repair the flashing but the work has not yet been done.
- Art exhibits for June and July are set. LC has a number of candidates for displays for the coming months.
- Several programs are going on hiatus for the summer months while the summer programs are beginning including summer reading for both children and adults.
- Calling for the summer programs and activities is at the printer and should go out very soon.

Building Maintenance: A plumber is scheduled to review and provide an estimate for separation of the water meter. PW has agreed to meet the plumber and coordinate on this work on behalf of the board.

Policies: The board reviewed and approved the following policies:

- Art Display Policy – Moved by PW, seconded by LW, approved 5-0
- Circulation Policy – Moved by LW, seconded by CH, approved 5-0
- FAX/Copy Policy (unchanged) – Moved by CH, seconded by LW, approved 5-0
- Interlibrary Loan Policy (unchanged) – Moved by PW, seconded by LW, approved 5-0
- Internet Acceptable Use Policy – Moved by LW, seconded by PW, approved 5-0
- Museum Reimbursement Policy – Moved by LW, seconded by PW, approved 5-0
- Patron Use Policy – Moved by DT, seconded by JO, approved 5-0
- Response to Law Enforcement Requests for Library User Information Policy as extensively re-drafted by LW and CH. LC will confer with the Newington Police to make them aware of this newly re-written policy. Moved by JO, seconded by DT, approved 5-0

- The Child Safety Policy was also re-written but the board will not finalize and approve until the next meeting.

New Business: CH reported on some of the options and questions concerning acquisition of an AED defibrillator device. The main question concerns adult vs child devices, optional switching capabilities, alternate 'paddles' and the respective costs. Further research is ongoing. We will invite the fire chief to the next board meeting and ask his advice.

Non-Public: Moved by CH and seconded by LW to change to non-public session per RSA 91-A:3 II (a) and (c) personnel at 3:40PM. Approved 5-0 by Roll call vote.

Moved by CH, seconded by JO, approved 5-0 by roll-call vote to close the non-public session at 4:05PM

Moved by LW, seconded by CH, approved 5-0 by roll-call vote to seal the minutes of the non-public session in perpetuity.

Library Operations LC discussed various scheduling considerations and interest in expanded Library hours – including opening on Mondays at some point in the future. No action is being taken at this time but intermediate and longer term possibilities and opportunities are being considered.

Board meeting adjourned - moved by CH, seconded by LW, passed 5-0 at 4:12 PM

Next Meetings: July 5 (Wednesday) 2017 @ 1:30PM

Respectfully Submitted: David A Turbide, board secretary