

Board of Library Trustees Meeting Minutes **Tuesday, February 18 , 2020**

Call to Order 6:32pm-Present: Shirley Wilson, Kathy Parenti, Lynn Coakley, Janet Hromjak, Sarah Philbrick Sandhage, Jennifer O'Brien Traficante, Chris Costantino via phone, Betsy Solon-Library Director, Lexi Casale-Marketing Committee and Friends of the Library, Jennifer Siegrist-Trustee candidate

Meet the Candidates Jennifer Siegrist

Expansion - Jennifer Siegrist excused herself for the evening

- a. Marketing Committee Update- Lexi spoke about brochures and funding for them-possibly Friends contribution
- b. Staffing for transfer station (Friends help? Lexi will ask at Friends meeting tomorrow.)
- c. Reiteration of website.
- d. Discussion of terrace being a "wish" and not part of Warrant Article.
- e. Donations discussion- How do people donate? Wadleigh Library Dev Fund. How do they specify where they want the donation to go? Should we add a comment field so they can notate their intention? Betsy said that all donations to Dev. Fund go to the Building project. \$10,000 donation just made for Circulation Desk.
- f. Lexi thanked Kathy and Janet for their incredible efforts with the Fundraising, and Jen for her Marketing help.
- g. NH LSTA grant possibility; Lexi looking into Internet Essentials grant possibility from Comcast; Janet looking into Rotary Club grant
- h. Lexi looking into Snapchat and Instagram filters- project blitz
- i. Signs are done and showing up around town
- j. Looking into putting something on digital billboard on Oval
- k. Additional fee to make weather-proof renderings for election- Motion to have SMP make them for election day made by Janet, seconded by Lynn, all in favor.
- l. Dev. Fund- NH Charitable Foundation Mgmt. will not allow us to take funds from our account as it is not applicable to the expansion; Would we like to pursue having a woman from NHCF come to discuss opportunities? Yes

Old Business None

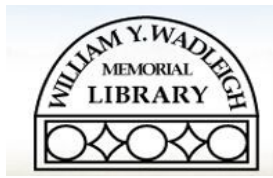
Regular Reports

- m. Review and approve minutes from January 21, 2020 meeting- Motion made by Lynn, seconded by Janet, all in favor.
- n. Treasurer's Report for January 31, 2020- reviewed and approved.
 - i. Acceptance of Donations through January 31, 2020 made in a motion by Shirley, seconded by Jen, all in favor.
- o. Director's Report

DIRECTOR'S REPORT **February 18, 2020**

STAFF NEWS

Several Library staff members have begun roles outside our Milford facility and are making a difference to the NH library community: Trina has joined the Ladybug (picture book) Awards committee, Katie heads the YA Section of GMILCS, Kim is the NHLA Treasurer, and Jane is serving on the User's Experience Group. Not only are they sharing



their talents, they are also bringing back new ideas from other libraries – a win-win! I will be at PLA all next week, so my responses to emails and phone calls may be delayed. Passport agents were very busy last month – they processed 124 applications over 28 days in January! The new substitutes have been extremely helpful as a minor flu/cold virus has worked its way through the staff – we truly appreciate the Trustees allowing us to create that position for “retired” library employees.

FACILITIES

Andrew finished building a new sign (with changeable letters) for the parking lot and has begun putting the book sale area back together. He continues to get quotes for the basement/hallway floor. Will wait on flooring until after vote. In partnership with the police department, Andrew provided community service hours for a young man who had vandalized library property.

PROGRAMS

The AARP Free Tax Assistance program kicked off on Feb. 4th, so the parking lot will be quite full on Tuesday mornings and Thursday afternoons through April. Both the EBAY and the “True Justice” programs were well attended. The story hours and other youth programs have been mobbed as caregivers look for ways to get out of the house this winter. Mr. Aaron, a popular children’s performer, will be here on Monday 10am to kick off school vacation week, and Wildlife Encounters will be here for April vacation week (no cost to attend). Our Sunday concert series will continue with the Kukulelies on March 29th. Discover your Civil War Ancestors on March 4th or learn about K9 Search and Rescue on the 28th (dogs included!) We plan to kick off April with a Census 2020 program on April 1st (Everyone Counts at the Library) which will be an all-day event with onsite support for completing Census forms, a “We Count” storytime with activities, and an evening program on one of the key topics relating to the Census. A lot is happening here!

Addition: Starting a Genealogy Club in March.

Kathy will ask Knock Knock to put these activities on the Facebook page.

OTHER NEWS

- The two controversial House Bills relating to libraries were voted ITL last week
- There was a good article about WML in the Cabinet last week which was rerun in the Nashua Telegraph over the weekend:
<https://www.cabinet.com/news/cabinet-news/2020/02/13/book-smart-milfords-wadleigh-gets-major-expansion/>
- I have begun recruiting staff to assist at the Open House on March 1st from 1:30 to 3:30- We will have this event put on the FB page.

Respectfully Submitted,

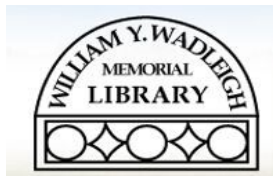
Betsy Solon

New Business None

Public Questions and Comments None

Close Meeting

- a. Confirm Date and Set Agenda for Next Meeting (March 17 - 6:30 pm)
- b. Transfer station presence - Feb 22, 29, Mar 7 9am-1pm
- c. Library Open House - March 1 1:30 - 3:30



- s. Thank you event - Invite Donors, LETS Committee, Budget Advisory Committee, Friends, Dev. Fund, Volunteers March 7 3:00pm - 5:00 pm
- t. Visibility Day - Oval - March 9
- u. Town vote - March 10, 2020 6am - 8pm - Discussion about manning the tent
- v. NHTLA Spring Conference - Grappone Conference Center, Concord Tuesday, May 12, 2020 8am - 3pm

Public Meeting ended at 7:37pm. Motion to enter into Non-Public Meeting under NH RSA Section 91-A:3; II(a) Compensation and Section 91-A:3; II © Reputation, made by _____, seconded by _____, all in favor.

Non-Public Meeting ended at 8:22pm.

Respectfully submitted,
Sarah Philbrick Sandhage