



Minutes of the Library Board of Trustees May 16, 2023

Present: Marti Wolf, Jennifer Allocca, Robin Winslow, Dick Backus, Melissa Harvey, Jacob Fields, John Fladd (Alternate), Tanya Ricker (Library Director)

Members of Public: Candy Brenner (WFL Friends Liaison)

Meeting called to order at 7:03 PM

Marti asked for discussion regarding the appointment of a trustee to fill the position vacated by Kate Fitzpatrick's resignation. Dick nominated John Fladd, our sitting alternate to fill the position. Jennifer seconded the nomination and all voted in favor. John will complete his application and Marti will deliver it to the select board with our recommendation for appointment. He will remain an alternate until the appointment process is complete.

Review and Approval of Minutes: Robin had previously disseminated the minutes of the April meeting for review. Jacob made a motion to accept the minutes and Melissa seconded, all were in favor.

Treasurer's Report: The treasurer's report had previously been disseminated by Jennifer for review. She gave a summary of the monthly report. A recommendation was made that Tanya run a monthly report itemizing any unanticipated funds earned. Jennifer also noted that she was hoping to work with Tanya on calendarizing the format of the treasurer's report in order to spread revenues and expenses across all 12 months of the budget, which will help with future budgeting. Dick made a motion to approve the report as presented, Melissa seconded the motion and all were in favor.

Library Director's Report: Tanya highlighted her report that she had previously emailed to all members. A "Touch a Truck" event will be part of the summer youth activities. It is scheduled for July 29th, 12-2 pm at NB Central School. The Friends is hosting a staff luncheon on Thursday May 18th. Tanya will be having a staff meeting prior to the luncheon and she is hoping to schedule more consistent staff meetings now that library personnel is at full strength.

WFL Friends Update: Candy Brenner from Friends of the WFL was in attendance (she and Barbara Perry will share the liaison position). She reported the final amount realized from the

Friends Auction was \$3835.00. Thank you notes have been sent to all contributors and supporters. The telephone directory has been disseminated town wide. Profits earned from the phone book totalled \$1500 plus goodwill throughout the community. Any additional directories are available for purchase at \$10.00 each. The painting used for the cover of the directory (created by Eileen Belanger and donated to the library) is in the process of being framed and Tanya will be identifying the location for the painting to be hung in the library. The next Friends meeting is scheduled for June 1st. Robin will be attending as a representative of the board. Jacob will be attending the July meeting which is scheduled for July 13th. Candy appreciated receiving the agenda for our meeting and will be forwarding the Friends agenda to the trustee scheduled to attend their meeting.

Facilities: Dick advised the AED had been mounted and a water test has been completed. We are still awaiting the arrival of the generator acquired through an EMA grant.

Continuing Projects: Melissa spoke of the ice cream social in conjunction with a Meet the Trustees event. After some discussion it was suggested the social might be held in conjunction with the Friends book sale scheduled for September. Melissa will be doing research to support this event and Candy will speak to the Friends to get their feedback on the possibility of this partnership.

Marti addressed the need for the board to be thinking of what we are looking to accomplish this year, including the recruitment of alternates. She handed out a draft alternate trustee description/policy for the board to consider and provide feedback. An NHLTA volunteer recruitment form, with a good listing of skills/experience volunteers might have, was also distributed for Trustees to help them focus on skills/experience we might need Alternates to contribute. She asked the board to look over both documents as we move forward with determining tasks for the year in conjunction with our recruitment of alternates. Jennifer also mentioned our strategic plan and the need to revisit it. Marti passed out copies of the strategic plan and asked the board to review the identified goals and objectives when thinking of projects to consider.

Melissa suggested the creation of a project file that all trustees could utilize for comments, ideas etc. The board was asked to research potential online forums to facilitate this file.

Marti reminded the board that we usually take the month of July off with no meeting scheduled. She suggested that instead of a July meeting we hold a work session on June 6th to brainstorm the project ideas/file etc., in addition to our regular June meeting. All were in favor of this.

Other: Marti reported that Sarah's plaque is complete and is ready to be mounted. The trustee plaque has been updated and is hung in the library entrance hallway.

Marti and Robin attended the NHLTA conference. Marti highlighted the Goffstown unification speaker series and passed around a handout highlighting the events. All are invited to attend either in person or via ZOOM and the flyer will be posted at our library in support of the

Goffstown Library. Grant resource information was also obtained and Marti will be sharing with Jacob in his role on the grant committee.

Upcoming Events: June 6th Trustee Brainstorming Meeting

June 17th NB Farmer's Market WFL Day (assistance needed)

June 20th Trustee Meeting (there will be no July Meeting)

July 17th: NHLTA Trustee Orientation

Jennifer made a motion to adjourn at 8:18 pm, Dick seconded the motion and all were in favor.

Respectfully submitted,
Robin Winslow, Secretary