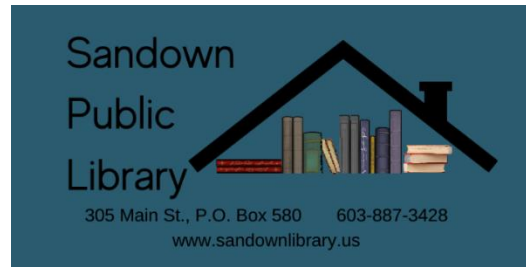


Sandown Public Library
Trustees Meeting
Minutes for September 10, 2021
Sandown Public Library



Call to Order at 6:55 p.m.

Attendance – Roll call: Diana True, Carol Busby, Carol Fournier, Melissa Tiney, Julie Drouin, Director Adam Shlager and Board of Selectmen Liaison Bob Nickerson were in attendance. Alternate Trustee Jennifer Parkhurst could not attend

Pledge of Allegiance

Correspondence –

- None

Finance Report

- P&L Budget vs. Actual Spreadsheet: Discussed
- First draft of 2022 budget discussed
- Paul Densen Trust Fund Update: Trustees True and Fournier transferred \$112,000 into better producing funds recommended by Edward Jones.

Approval of Minutes -

August 12, 2021: Trustee Tiney moved to approve the minutes with corrections. Trustee Drouin seconded. The motion passed unanimously.

Director's Report – attached separately.

- The stonework beside the path to the patio should be finished by winter.
- The Music Garden ARPA Round 2 Grant Application is started. The project will cost \$10,847.60 which is the amount the library has applied for.
- Adult Book Shelving is being realigned by fiction and non-fiction.
- Director Shlager has started a conversation with Comcast to switch the phones to VOIP.
- Budget Dates and Deadlines: Paperwork to Selectmen – October 12 by end of day; Community Budget Forum – September 29, 7 p.m.; Select Board – October 18; Budget Committee – November 3, 7:15 p.m.
- The Director has distributed Employee Evaluation Forms.
- Trustee email passwords will be re-set on September 11th. Each Trustee will be required to create a new password. All email in the future will go only to "Official Trustee" email addresses.

Old Business

- The Director's Evaluations were discussed.
- The Director requested a third week of vacation. Trustee Busby moved to approve the third week. Trustee Drouin seconded. The motion passed unanimously.

New Business –

- See Director's Report

Trustee Busby moved to adjourn the meeting. Trustee Tiney seconded. The meeting was adjourned at 9:00 p.m.

Next scheduled meeting: October 14, 2021 at 7:00 p.m.

Respectfully submitted,
Carol Busby, Secretary