

DRAFT

Sandown Public Library

Board of Trustees Meeting

Minutes: April 11, 2024 6:30 p.m.

Call to Order 6:30 p.m.

Attendance (P: Present, A: Absent)

- (P) Chair Elaine Aubin
- (P) Vice Chair Marc Zucker
- (P) Secretary Melissa Tiney
- (P) Treasurer Stephen Brown
- (P) At-Large Barbara Lachance
- (P) Alternate Nell Keif (pending reappointment from the Select Board)
- (A) Alternate Jennifer Dawley (pending reappointment from the Select Board)
- (P) Director Brittney Bergholm
- (P) Selectman Liaison Robert Nickerson

Pledge of Allegiance

Public Comment

- no comments from members of the public

Correspondence

- none

Treasurer Report

- P&L Budget vs. Actual Spreadsheet: need to update the amounts for the default budget once received from town financial office
- Densen Fund-Edward Jones: Trustees Brown and Aubin met with financial advisor from Edward Jones
 - Current amount approximately \$112,000
 - Principal is for capital improvement/expansion only
 - Library can spend the interest and this amount is listed on the P&L sheet
- Motion made by Trustee Lachance that the treasurer will meet with the Edward Jones financial advisor to move funds to higher interest CDs. Seconded by Trustee Tiney, unanimously approved.

Approval of Minutes

- Date of Minutes: March 4, 2024
- Motion: Trustee Aubin
- Second: Trustee Zucker
- Motion passed unanimously. Trustees Lachance and Brown

Director's Report

- Financials: second appropriation from the town
- Building Project: Brea Security installation of Fire and Security is complete and tested.
- State Directors Call: discussed using Square to accept credit and debit card payments, able to make payments from home using Aspen account. Hampstead is using it currently. State Library website has a new LibGuide with staff training materials.
- SNHLC Updates: not moving forward with Mango languages currently as library budgets did not pass in Sandown and Atkinson.
- General Updates: State report is complete. Staff are preparing for Summer Reading Program. Theme is "Adventure Begins at the Library". Library staff are planning six weeks of programming.

Old Business

- 10 year review of sealed nonpublic minutes RSA 91-A:3: tabling this for now as more research is needed on how to proceed.
- Nell Keif and Jennifer Dawley have agreed to continue to be alternate Trustees pending approval by the Select Board.

New Business

- Trustee Officer elections: Motion made by Trustee Lachance that the current slate of officers will remain unchanged, seconded by Trustee Zucker and unanimously approved.
- Policy review: Unattended children/Patron Behavior policies will be reviewed at the next meeting. Director Bergholm will work on these two policies this month.
- Director Bergholm to seek three quotes for a new Library sign
- Trustee Brown motioned to have Trustee Lachance go through old minutes binders and thin out the duplicate entries, seconded by Trustee Tiney, unanimously approved.
- Seed Library: discussion regarding bringing this to the Sandown Library. More planning will be needed regarding storage, labeling, and obtaining seeds (possibly involving UNH Cooperative Extension). There could be the potential for collaborating with the Sandown Garden Club for this project.

Adjournment: 7:33 p.m.

Next scheduled meeting: May 9, 2024 at 6:30 p.m.

Respectfully Submitted,
Melissa Tiney, Secretary