



Sandown Public Library Trustees Meeting
Minutes for January 9, 2020
6:00 p.m.
Sandown Public Library

Call to Order:

The meeting was called to order at 6:01 p.m.

Attendance: Diana True, Chair; Carol Fournier; Carol Busby; Deb Hoadley, Library Director; Stephen Brown

Absent: Tina Owens and Caroline Morse

Finance Report

- P&L Budget vs. Actual Spreadsheet
Discussion ensued regarding year-end P&L.
- Edward Jones update
- Undesignated donation: \$200.00 Granite State Pioneer Club
Motion to approve by Diana True; Carol Busby seconded. Passed unanimously.

Approval of Minutes

- November 7, 2019
Motion to approve by Carol Fournier, seconded by Diana True. Passed unanimously.
- December 19, 2019
Diana True moved to accept the minutes as amended; Carol Busby seconded. Passed unanimously.

News & Views of the Director

- Statistics
- Programs & Announcements
- Director's Report – attached separately
Diana True moved to release \$200 of Library donation funds for staff development; Carol Fournier seconded.
Passed unanimously.

Friends of the Library Report

- Next meeting: January 27 at 6:30 p.m.

Old Business

- 2020 Holiday Schedule – see attached
Moved to approve the Holiday schedule by Carol Busby; seconded by Carol Fournier. Passed unanimously.
- Bookkeeper Agreement for 2020
Signed by Chair Diana True.
- Deliberative Session Presentation
Discussion of concerns about the Deliberative Session procedure and options, if any, available to the Library ensued.

New Business

- Senior Transportation Scheduling – Library Partnership
Motion to approve the Library working with STS scheduling to coordinate with the Library Homebound program by Carol Busby; second by Carol Fournier. Passed unanimously.
- Time Off Employee Policy – revision
Carol Fournier moved to approve Time Off Employee Policy; Diana True seconded. Passed unanimously.
- Behavior Policy – revision
Tabled.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted by Carol Busby, Vice-Chair

Important Dates:

- **Final Budget Hearing – January 15 at 6:30pm, Deliberative Session – February 1 at 9:00am, Elections – March 10**