

Sandown Public Library
Board of Trustees Meeting
Minutes: February 9, 2023 7:00 p.m.

Call to Order 7:00 p.m.

Attendance (P: Present, A: Absent)

- (P) Chair Carol Busby
- (P) Vice Chair Diana True
- (P) Secretary Melissa Tiney
- (P) Treasurer Stephen Brown
- (P) At-Large Julie Drouin
- (A) Selectman Liaison Robert Nickerson
- (P) Director Adam Shlager

Member of the public present: Marc Zucker

Pledge of Allegiance

Correspondence

- None

Finance Report

- P&L Budget vs Actual Spreadsheet: End of Year 2022
 - Magazine subscriptions were renewed 11/2022 but not encumbered.

Approval of Minutes

- Date of Minutes: January 19, 2023
- Motion: Trustee Tiney
- Second: Trustee True
- Motion passed unanimously.

Director's Report (attached separately)

- New initiatives:
 - Cribbage will be scheduled after meeting with the 60+ Club
 - Tech Tuesday has been well-attended and will continue every other week in the morning

- Motion to approve the purchase of a new iPad for viewing magazines via Libby not to exceed \$750 made by Trustee Busby, seconded by Trustee Brown and approved unanimously.
- Director Shlager to purchase new Yoto Players for the library
- Construction of the quiet study room continues, with completion expected in early March. The technology install of MAC Studio and monitor, photo quality printer, scanner, microphone and editing software will occur after completion of the room.

Old Business

- Exterior door on the parking lot side is scheduled to be replaced on February 14, 2023.
- Trees over the back corner of the building have been added to the Government Buildings Expense List.
- Declaration of Candidacy: current declarants include Steve Brown, Elaine Aubin and Marc Zucker.

New Business

- Page position to transition to a Library Tech I position which will entail increased responsibility, evening hours and will require a full background check. Director Shlager anticipates that this position will be approximately 3-9 hours per week.
- Director Shlager is still in the process of scheduling CPR and AED training as well as modified ALICE training for staff.
- Director Shlager to identify last time that the Library septic was emptied and whether this is scheduled and managed by the town.

Adjournment: 7:45 p.m.

Next scheduled meeting: March 9, 2023 at 7:00 p.m.

Respectfully Submitted,

Melissa Tiney, Secretary