

MOULTONBOROUGH PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
February 16, 2023

PRESENT: John Buckley, Chair; Sally Bartlett, Vice Chair; Sherry Wakefield, Treasurer; Nancy Cole; Peter Olsen; Kim LeFebvre, Alternate

CALL TO ORDER: 9:00 a.m.

John noted that Deb Hoadley was having significant family medical issues and would be requiring an indeterminate amount of time away from the library. Members were asked to check in on staff periodically and provide assistance if needed.

ROTATION OF SECRETARY ROLE: Next meeting will be Sandra, then Jane, Jack, Peter, Nancy

REVIEW AND APPROVAL OF MINUTES: Jack sent a note requesting a wording change on the third page regarding the staff "requesting" a sign that could be easily changed without going out in bad weather. Motion to approve minutes by Sherry Wakefield and seconded by Peter Olsen. Unanimously approved with change.

TREASURER'S REPORT: There were two months of reports to review since there was no January meeting. Sherry noted the interest payment from the town that is usually received by now has not been received yet. John will inquire with Paul when it might be expected. There was discussion regarding major improvements to the building and which accounts to fund them from; capital improvements versus trustee funds. The capital reserve fund will be used for AC replacement.

Deb Hoadley is looking into some possible grant funding for furniture and painting. Peter highlighted the overages on some accounts. There was no concern as these are being closely tracked and expected with the increase in adult programs. Sherry requested that she be approved to set up two new accounts: 1) Fines and Replacements, and 2) Income Generating Equipment. These are non-lapsing funds. John made a motion to approve the new accounts and Nancy seconded the motion. It was unanimously approved.

There was discussion about staff salaries and there is no concern as they are expected to be on track with the budget.

Sally moved to accept the Treasurer's Report - Nancy seconded - unanimously approved. Acceptance of donations in the cash amount of \$500 were so moved by Sally and seconded by Kim and unanimously approved.

Sherry passed the financial report for the town book which will be posted on the Google drive.

LIBRARY DIRECTOR'S REPORT: Deb was not available to discuss the report.

YOUTH LIBRARIAN REPORT: Not available.

BUDGET: John reported that the FY24 budget briefing with ABC and Select Board went OK. There were no specific concerns brought up.

The town suggested that they include additional money to fund a maintenance person whose FTE would be shared with the town. Deb will contact them for more details regarding responsibilities, availability, and focus. It was felt that we are already quite prudent and efficient with our maintenance needs but it is worth investigating further.

There was discussion about issuing library cards to non-taxpayers. Discussion included the fact that there would be no incremental costs, and we need to find appropriate comparative towns.

COMMITTEE REPORTS:

***TECHNOLOGY:** No update.

***GROUNDS:** Bartlett tree trimming will be contacted for a quote on the yearly tree service on the grounds.

***PERSONNEL:** Staff midyear performance evaluations are being scheduled.

***ART:** Art exhibits are difficult to schedule for the fall months (Oct, Nov, Dec.) All other months are booked. Ideas were floated on how to increase options for the fall/winter months.

***CAPITAL IMPROVEMENT PLAN:** The plan will be updated for the Town Meeting.

***FRIENDS:** No meetings. Nancy did report that there are 5 houses identified for the house tour, scheduled for June 21, 2023. Docents and volunteers will be needed.

NEW BUSINESS: The trustees declined to accept a picture from a recently deceased town member. It was felt that the picture was not a fit for the library.

Inquiries were made about developing a program to deliver library items to those without transportation or homebound. Deb is working on ideas for this and having discussions with other town entities.

John's Board term is expiring and he encouraged people to sign up for Board candidacy between March 22nd and the deadline of March 31st.

The Town Meeting is scheduled for May 11, 2023 at 6pm and trustees are encouraged to attend. The meeting is at the Moultonborough Academy.

OLD BUSINESS: A proposed design for a new sign from Paquette Signs was distributed. Several additional ideas for interchangeable and electronic signs were discussed. There were

several suggestions and criticisms of the proposal and overall the board was in favor of investigating further and keeping it on the table as per December meeting and review again in September.

Nancy inquired if bylaws modifications were needed seeing that we are coming out of the COVID pandemic. It was determined that no changes are needed.

A thank you note from the staff was passed around for the Christmas luncheon that the Board provided.

The meeting was adjourned at 10:05 a.m. Next Trustee Meeting will be March 16, 2023.

Respectfully submitted,

Kim Lefebvre