

Approved
Jefferson Public Library Meeting Minutes
June 14, 2022

Meeting opened at 6:38.

Those present: Liz Milligan, Chair, Bette Bovio, Leslie Seppala, Brenda Roy, Joy McCorkhill, Director and Jeanne Kenison.

Jeanne passed out meeting minutes for trustees to review and 1 correction was made on the May 19 minutes. Liz made a motion to accept the May 10, 2022 JPL Trustee Meeting Minutes as written. The motion was seconded by Brenda and all trustees accepted it. Liz then made a motion to accept the May 19, 2022 JPL Trustee Meeting Minutes w/ 1 correction and was seconded by Bette. All trustees accepted the motion.

Leslie passed out the treasurer's reports and were reviewed by trustees. The Windfall Account balance as of May 31, 2022 was \$182,305.25; the Savings Account was \$ 6,096.61; the Checking Account balance was \$7,093.94. Liz made a motion to accept the reports as presented and was seconded by Jeanne. This was passed by all trustees.

Library Director's Notes

The number of individual visits was 80.

Joy is continuing to work on the purchase statement , budget, etc. Joy is concerned about the extra time she and Emma have used as they have used up the accumulated extra hours from the beginning of the year. Sara Bechtold has made a donation for library usage and brought in muffins for Amanda and Linda.

Joy passed out the press release for trustees to review and 1 correction was made. Liz made a motion to accept the press release for placement in newspapers and social media as discussed. This was seconded by Leslie and all trustees passed the motion.

Trustees reviewed the sign and sent it to SB. The logo was also approved with a letter change. Liz made a motion to accept the outside sign on the JCC sign and logo for the other new sign and was seconded by Jeanne. All trustees passed the motion.

Liz will talk to JHS and SB about being open for the Oct 8 week end Open House.

Joy ordered new barcodes with new name for patrons and books. She will need to order new library cards. She contacted PW on website and they are getting draft material together.

The SHARP Interim Grant Report was completed. The final report will be due at end of the year.

Joy applied for PLA (Public Library Association) Grant and the AT&T grant for Digital

Literacy. This would award \$4000 to educate 18 people on use of computer technology . The classes are already designed and set up. The award would be announced in August.

Joy is working with Emma on the SRP. She has done all the social media and 6 people have already signed up for the program. The finale will be Squam Lakes. Joy is helping her with signage.

Everything is covered on the Pilcrow grant. She is working on the State System and our system as well. We will need barcodes to go much further. The report is due at the end of summer.

Joy had reached out twice to the Heartwood Charter School to see if they were interested in The Clif Grant as they had extended the deadline but they haven't responded back.

The Wildlife Encounters was rescheduled for 8/17 as Joy will be taking 7/27 off.

The program Preserving the Harvest has been scheduled for Wednesday August 10. Joy needs to update and publish it on website.

Emma has been brainstorming for a Teen Programs (SHARP) and presented an idea to Alyssa McMann. Alyssa is training to become a tattoo artist and was excited about Emma involving her in an interactive Henna program. She will need to set up a date and we will pay her a speaker's fee and buy supplies for henna (including extras for teens to take home too). We will also purchase some Henna books.

Joy also thinks that SHARP funding will help pay for a Passive Program; Let's read and vote! FLUME and ISGLASS Nominees: Read 1 or read all 20, Summer Pizza Party Book Review and discussion, Fall Pizza Party Book Review and discussion, Winter Pizza Party Book review and discussion, ending with voting for your favorite in April.

Joy spoke to Norm and he will get rid of the broken cabinet. He said the parking lot will be done on a weekday after the UST is removed, most likely July.

Joy and Trustees decided to put off the Library book Sale until Oct 8 week end.

Joy stated that they needed more time to experiment w/ the 3D Printer. May be ready to publicize it by fall. Duncan was able to help Joy and Tom the other night and he is willing to help everyone learn about the printer. Duncan can monitor it at home and he has a meter on machine to check out how much energy it uses. Duncan can also help to find out where Joy can generate cost of materials, most will be under a \$1.

Joy stated that all trustees should have town/ library emails and this is being pushed by the NHLA Conference.

It's calendar Fundraiser time again and will need to get done for end of summer. Joy would

like to send out an invoice again in July including a cover letter w/ library trustees names on it. Joy suggested we could try to personally contact businesses to sell ads. These include Cameron Sealcoating, Heartwood Charter School, Jefferson Campground, Maura (she had inquired last year) and any other businesses we can think of.

Joy said they have sanded, primed and painted cabinets and coat racks. Emma had some creative decorative painting of the cabinets that we could choose from. Joy will fill them now and do final painting after SRP.

The children's table legs went missing again and they are trying to find them again. They need to order something next to the other cabinet with a table top (10% off). Joy is looking at different computer stations. The countertop will need to be paid for before before installation in 3 weeks. Joy is asking if book cases we won't be using, could be included in book sale.

Norm had to come in to show Joy how to shut down the security alarm.

Joy still is looking to order a laptop computer.

Joy still needs to contact Kim Perry to discuss BS working on the Story Walk.

Joy would like to get the awning up and the outdoor furniture/ swingset out of the bathroom where it is being stored.

No meeting will be scheduled in July so please respond to any email Joy may need attention with ?website, furniture, programming. As long as she can get 3 in agreement , we can have official voting in August meeting.

New Businesses

Recipients for the Jefferson Library Trustee for 2022 were Carissa Challinor, \$500 and Tyler Hicks, \$250.

The next meeting will be Tuesday, August 9 at 6:30.

Meeting adjourned at 7:48.

Jeanne Kenison, Secretary