MOULTONBOROUGH PUBLIC LIBRARY

Board of Trustees Meeting

January 20, 2022 at 9:05am

PRESENT

John Buckley, Chair; Sally Bartlett, Co-Chair; Jeannie Lacey, Secretary; Sherry Wakefield , Treasurer; Jane Harrington, Jack Weekes, Nancy Cole, Peter Olsen, Deb Hoadley, Library Director

CALL TO ORDER

PLEDGE OF ALLEGIANCE

REVIEW AND APPROVAL OF THE DECEMBER 16, 2021 MINUTES- Approved by Sherry, second by Jane. Unanimously approved. REVIEW AND APPROVAL OF NON-PUBLIC MINUTES-Not sealed. Motion to approve by Sally, Second by Jack, Unanimously approved.

TREASURER’S REPORT-Sherry Wakefield- Peter asked to change titles on report to read- “Trustee Funds” and Town Funds”, instead of library funds. Sherry will change for next meeting. Capital Reserve Funds will be listed as a footnote like the Friends’ book sale funds. All accounts balanced. Report included in minutes. Jeannie motioned to accept the report, Sally second. Unanimously approved. Donations- Library received two donations. One is for $2,000.00, the other for $500.00. There are no restrictions on the use of the donations. Sally motioned to accept the donations, Jane seconds, unanimously approved.

LIBRARY DIRECTOR’S REPORT- Deb Hoadley- Deb’s annual survey report for the statistics will be done next month with year end complete and submitted to the state. Deb requested purchasing 2 Dell laptop computers because the other ones are so old. This was approved. Deb is still looking into a multi-directional system for online programs and meetings. The “Owl” device was discussed, but not a definite. Deb requested approval to pay for the 3 year contract with Beanstack, the online reading program. Unanimously accepted. Building maintenance- still looking for a candidate. Kevin Kelly has been performing many of the duties. Trustees approve giving him a gift certificate for all his hard work. Personnel- Deb, John, and Sally are conducting interviews. Will have decisions soon. Staff will be having a staff meeting and meditation program on Friday Jan. 28th and Feb. 4th. Library to open at 10:00 on those dates. Full director’s report in Google Drive.

COMMITTEE AND LIASON REPORTS

Personnel- Jack –no news

Technology- Peter wrote up a list of Technology needs and “nice to haves”. The needs are to update new server hardware and installation. Also, to replace old donated computers with new desktop for staff. Purchase new laptop for director, so she doesn’t have to use her personal one. John authorized purchases for immediate needs. Will look later at the “nice to haves”.

Grounds and Maintenance- Nancy discussed the ash tree needing treatment for bugs vs. cutting it down. Will get a quote. Weeding- Mike quoted $500.00 for the summer to weed gardens every other week.

Art- Coming soon

NEW BUSINESS-Operating budget. Add increase on budget for books (this includes downloadable books), computers, and oil. Looking to increase budget to compensate for operating budget and personnel. Sally, Jack, and Deb will meet with town administrators on Feb. 4th.

Library staff and volunteers background checks- All staff needs background checks. Volunteers should not need it but there’s a bill in the works to have all library volunteers have background checks. Deb cautioned this bill because it will involve anyone who helps out (book fair) to have background check.

Staff Appreciation- Jane and Sally purchased sandwiches and dessert for the staff.

Motion to adjourn meeting at 11:10 by Peter, second by Jane, Unanimously approved.

Next meeting on February 17, 2022 at 9:00am.

Respectfully submitted,

Jeannie Lacey