

Moultonborough Public Library
Board of Trustees Meeting
March 23, 2023

PRESENT: John Buckley, Chair; Sally Bartlett, Vice Chair; Sherry Wakefield, Treasurer; Nancy Cole; Jack Weekes; Peter Olsen; Jane Harrington; and Deb Hoadley, Director

CALL TO ORDER: 9:00 a.m. followed by the Pledge of Allegiance

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

REVIEW AND APPROVAL OF MINUTES: John suggested some grammatical changes: the addition of “Board of Selectmen” to the budget briefing line in the treasurer’s report and to simply state that” Sherry requested the approval of two new accounts for Fines/Replacements and Income Generating Equipment.” Peter requested that the Technology report have the words, “no updates”. Nancy requested the change of wording to say “will be contacted about” in regards to the Bartlett Tree Co. Sally moved to accept the minutes with the corrected amendments - Sherry seconded-unanimously approved.

TREASURER’S REPORT: Jack inquired as to why with 66% of the year elapsed, we have used 92% of our budget. Sherry explained that we still have monies coming to us from various sources I.e. The Town, The Friends, The Capital Improvement Fund (air conditioning),The Trustees of the Trust Fund ,Salaries refund from health insurance projections and from the Book sale. She stated that we are solvent and our budgeting for employees’ salaries are totally consistent with the Town’s model. Year-end projects will be updated in May. Nancy moved to accept the Treasurer’s Report -John seconded - unanimously accepted
Acceptance of donations in the cash amount of \$32.00 moved by Jane -seconded by Sally-unanimously approved.

DIRECTOR’S REPORT: In discussing her report, Deb stated that a full-time Maintenance person position was approved for next year’s town budget. This would be a shared responsibility with Gary, shared costs on supplies and some grounds (mowing) maintenance that will be finalized in an MOU which, would state specific duties to be done in a timely manner etc. She further stated that the ABC has recommended that we now reduce our Maintenance budget accordingly. Peter moved that we reduce the budget by \$100.00 per month there by reducing the Warrant amount by \$1200.00 as we don’t know specific needs at this time. Nancy seconded it. unanimously approved.
Deb was asked to elaborate on the Golden Years Book Club. She explained that the Granite State VNA is co-facilitating three book discussions. Books are free to participants through a grant from the National Network Library of Medicine. We are also hosting (at no cost to the library) a VNA outreach wellness foot clinic on the 1st Tuesday of each month. It is by appointment (15minutes) only and has been fully booked.
As another aspect of our Community Outreach, we are co-sponsoring a “Meet the Authors Night” with the Castle in the Clouds. Sharon will continue holding “Storytime” at the castle during the summer and we have tentative plans to establish a “Story Walk” as well as a “Free Little Library”.

Deb requested funds to purchase additional MPL magnets. Jack moved that we spend \$100.00 from Trustee funds for this purpose -Sally seconded it -unanimously approved.

John mentioned that it looks like we are slowly gaining grounds for community participation in library programs. Deb stated that the “Golden Questions” for libraries is how to measure the tangential aspects of the library I.e., outreach to schools, clubs etc.

Much discussion ensued about what to do about the front steps which are in dangerous state of disrepair. A decision was made to contact a landscape company for a proposal on demolition, removal and seeding the area or replacing the bricks with granite slabs etc. Nancy volunteered to contact Miracle Farms about options.

YOUTH LIBRARIAN REPORT: Report previously submitted.... all her programs are ongoing.

At 9:58a.m. John moved to go into Non-Public Session According to RSA 91- A:3, II(b) -seconded by Sally. Jane, Peter, Jack, Sherry and Nancy approved the motion.

Deb submitted a letter of retirement with a departure date originally of April 18, 2023. After a discussion of balancing MPL needs with Deb’s needs, she graciously amended her departure date to May 18, 2023 which allows her to attend Town Meeting. She will inform the staff today and also make a public announcement in the monthly newsletter. John will inform the Board of Selectman today as well. All the Trustees joined in to show their appreciation for everything that she has done in the past 3 years in upgrading the services of the MPL etc.

Deb stated that she felt that the staff was quite capable to handle any interim situation that might occur.

At 10:33 John moved that we close out the Non-Public Meeting-Sally seconded -Jane, Peter, Jack, Sherry and Nancy approved.

COMMITTEE REPORTS:

Technology-Peter suggested that the NE Digital Integration plan for the Community Room be tabled for further research. We decided that it is a high priority, but not critical at this time.

Personnel: John brought up the need for forming a director search committee. The need for an account that allows each Trustee to access all the applications was also discussed. Deb suggested that it would behoove any search committee to add a staff member. It was also decided that some of the Trustees’ Search Committee members should meet with the staff to assess their needs and thoughts. A need to edit and update the Director’s job description was also agreed upon. Sally offered to undertake this with Deb. Jack suggested that we adopt the policy of always quickly acknowledging receipt of any and all resumes.

Grounds: Nancy presented the Bartlett Tree proposal for the treatment of the shrubs as this hasn’t been done for quite a while. The cost for is \$1358.00 for the season. There will an additional charge for tree pruning but no action is needed at this time. She plans to continue setting up the community “sign-ups “for weeding our gardens. Peter suggested a “Spring Clean-up” with coffee and donuts to commence the season.

Art: We are holding a “Meet the Artist” reception tonight for Paul Foote whose art is presently being shown in the Community room.

Friends: “Soup & Sweets” will be held tomorrow, March 24, 2023 between 11:30 -1:00p.m. and plans for the House Tour for June 21,2023 are in full force.

Capital Improvements: No update at the moment. The final discussion will take place just before Town Meeting.

OLD BUSINESS: Deb clarified that the “Painting” was gifted to the town and that the Library was designated just to be the “Stewards” of the painting until an appropriate “home” for it could be located. It will now be housed at the Historical Society and so, we as Trustees, need do nothing more.

NEW BUSINESS: A condolence card for Linda Nolin on the loss of her husband was passed around for signatures and a decision was made to purchase a book in memory of Russell Nolin. We will confer with Sue Stokes as to what will be appropriate. Jane will have a plaque made up for the “Steamboat” picture.

The Meeting was adjourned at 10:53a.m.

Next Trustee Meeting will be on held on Thursday, April 20, 2023.

Respectfully submitted,
Jane Harrington