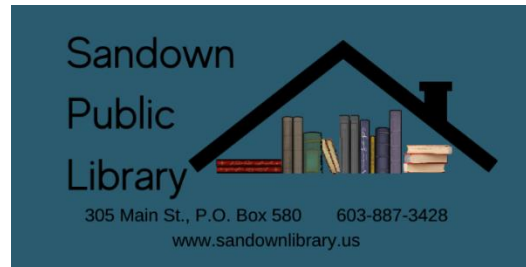


Sandown Public Library
Trustees Meeting
Minutes for January 13, 2022
7:00 p.m.
Sandown Public Library



Call to Order at 7:00 p.m.

Attendance – Roll call: Trustees Diana True, Carol Busby, Melissa Tiney, Trustees Carol Fournier and Julie Drouin; Alternate Trustee Jennifer Parkhurst; and Director Adam Shlager were in attendance. Board of Selectmen Liaison Bob Nickerson was absent.

Pledge of Allegiance

Correspondence –

- Christmas cards from Julie Ball and Edward Jones were passed around.

Finance Report

- P&L Budget vs. Actual Spreadsheet. No issues with the end of the year P&L.
- Paul Densen Trust Fund Update: Treasurer Fournier provided a statement from Edward Jones. The amount in the account has increased.

Approval of Minutes -

December 16, 2021: Motion by Trustee Busby to approve the minutes as edited; Trustee Tiney seconded. The motion passed unanimously.

Director’s Report – attached separately.

- Statistically, the door volume is down as are physical check-outs. There was a 40+% decline in people (2021 compared to 2019 with an 18% increase in total circulation. Digital circulation is higher by more than 18%. There has been an increase in use of the Library as a community space for games, reading and relaxing.
- Covid concerns remain an issue. The Library will designate some programs as “mask required” until there is no further need for them. Other programs will not be designated mask or no mask.
- The heat pump and oil pump failed. The oil pump has been replaced for @\$850.00 plus installation. The thermostat by the copier will be relocated outside an office to resolve temperature differences in the spaces. The full cost of replacing the broken pieces and moving the thermostat are as follows: \$1500 to service and replace the pump plus about \$500 to move the thermostat. Trustee True moved to approve expenditures up to \$2,000 for this work. Trustee Fournier seconded. The motion passed unanimously.
- Downstairs:
 - Both sections of the previous front desk sections have been repurposed into built-ins for alcoves. This clears significant space for participants to safely attend programs.
 - Wall decorations, including hanging items, decals and small murals will be added to brighten the space.
 - A “Story Corner” is in the works.
 - T/ween gaming has been added for Nintendo Switch, Zelda, Mario Cart, Smash Brothers and Hollow Knight.
 - The Library is looking into adding soft seating.
- Upstairs:
 - A storage cabinet has been added behind the front desk.
 - Chairs in the Friends Corner have been replaced.
 - A Key Locker now holds the Library’s keys.
- A potential new page, Nadia Pitman, has been interviewed.

- The Town Budget Committee Hearing on January 12, 2022 went well. There is a Deliberative Session on Saturday, February 5, 2022.

Old Business –

- Director Shlager completed a policy statement on staff behavior which will be placed in the Public Relations section of the policy manual. Trustee Fournier moved to approve the new policy. Trustee Busby seconded. The motion passed unanimously.

New Business –

- The Library received the following checks:
 - \$200.00 from NHH to pay for a program presented by Robert Goodby.
 - \$84.09 from WT Cox to reimburse the Library for paying for subscriptions that had lapsed.
 - \$1,287.54 from the Town of Sandown for the GOFERR reimbursement from 2020.
- The two reimbursement checks will go towards paying the cost of the heat pump repairs.
- Both Trustee Busby and Trustee Fournier will run for re-election this year.

Trustee Busby moved to adjourn the meeting. Trustee Drouin seconded. The meeting was adjourned at 8:00 p.m.

Next scheduled meeting: February 10, 2022 at 7:00 pm

Respectfully submitted,
Carol Busby, Secretary