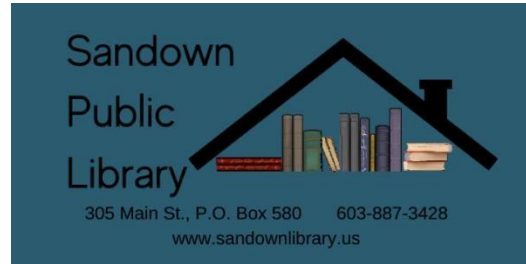


*Sandown Public Library*  
*Trustees Meeting*  
**Minutes for March 10, 2022 7:00PM**  
**Sandown Public Library**



**Call to Order** 7:00pm

**Attendance – Roll call**

**Present:** Trustees Diana True, Melissa Tiney, Julie Drouin and Carol Fournier; Alternate Trustee Jennifer Parkhurst; Selectman Liaison Bob Nickerson; Director Adam Shlager

**Absent:** Trustee Carol Busby

**Pledge of Allegiance**

**Correspondence**

- None

**Finance Report**

- P&L Budget vs. Actual Spreadsheet:
  - See Director's Report for more information
  - \$4000 spent on heat pump.
  - November 2021 benefits had not been paid, corrected in February 2022 payroll.
  - Slightly over budget at this time.
- Paul Densen Trust Fund Update: Quarterly
  - As of February 25, 2022 balance is \$106,706.02.

**Approval of Minutes - February 17, 2022**

- Motion by Trustee Fournier to accept minutes as amended.
- Trustee Drouin seconded.
- Motion passed unanimously.

**Director's Report (attached separately)**

- The heat pump/furnace components were replaced. Air returns were covered by a display case and this has been relocated.
- There was a fall with substantial injury by an adult going downstairs to lower level for programming. Trustees agreed with Director Shlager that changes can be made to upper level to accommodate programming. Plan is for Director Shlager to ask library staff for suggestions to improve the space and then update trustees on the plan via email. Plan is also for installation of a longer handrail in stairwell.

- Financials: Director Shlager acknowledged the need to conserve where possible. Town approved the operating budget on March 8, 2022. Director Shlager will not be attending the conference as planned which will allow \$1200 back into the budget. For shortfalls, the plan will be to use the income-generating account (currently approximately \$4000) prior to the savings account.
- Programming: After a successful first video game tournament with 12-14 children, the plan is to continue with monthly tournaments. Donations for prizes have been secured for the Summer Reading Program.
- Circulation: Please see graphs included in Director's Report. Circulation is starting to improve as is program attendance.

#### **Old Business**

- GSuite: No update yet on free option that Google plans to offer. Director Shlager continues to look at options as this remains the most expensive option for email hosting.

#### **New Business**

- Incident : Please see above
- Trustees Carol Busby and Carol Fournier have been re-elected for three year terms.
- Trustee True notified group that this will be her final year on the library Trustee board and will not seek re-election.
- Motion by Trustee Drouin to accept trustee roles as follows, Trustee Tiney seconded, motion accepted unanimously.
  - **Chair: Carol Busby**
  - **Vice Chair: Diana True**
  - **Secretary: Melissa Tiney**
  - **Treasurer: Carol Fournier**
  - **At-Large: Julie Drouin**
  - **Alternate: Jennifer Parkhurst**

#### **Adjournment**

- Trustee Fournier motioned to adjourn the meeting; Trustee Drouin seconded, motion approved unanimously and meeting adjourned at 8:10pm.

**Next scheduled meeting: April 21, 2022, at 7:00 p.m.**

Respectfully submitted,  
Melissa Tiney, Secretary