

**Sandown Public Library
Board of Trustees Meeting
Minutes: April 21, 2022 7:00 p.m.**

Call to Order 7:02 p.m.

Attendance (P: Present, A: Absent)

- (A) Chair Carol Busby (present by Zoom)
- (P) Vice Chair Diana True
- (P) Secretary Melissa Tiney
- (P) Treasurer Carol Fournier
- (P) At-Large Julie Drouin
- (P) Alternate Jennifer Parkhurst
- (P) Selectman Liaison Robert Nickerson
- (P) Director Adam Shlager

Pledge of Allegiance

Correspondence

- Thank you card from staff reviewed.

Finance Report

- The library continues to have a tight budget and Director Shlager is looking to cut back further costs.
- *Newsbank* was not renewed.
- Because of the increased cost of oil, the Director will be stretching out the time between refills.
- Trustee Busby will go to TD Bank with Trustee True and to Edward Jones with Trustee Fournier to change the signatories on the accounts as the Board of Trustees since she is now the Chair.

Approval of Minutes

- Date of minutes: March 10, 2022
- Motion: Trustee Fournier
- Second: Trustee Drouin
- Motion passed unanimously.

Director's Report (attached separately)

- Director Shlager is currently working with the state auditors for the town. He anticipates there will be no issues.
- Staff raises have gone into effect.
- Updated TV space upstairs for programming has been completed.
- Handicap rails have been installed with aluminum/PVC rails in concrete for the outdoor pavilion. The Eagle Scout plans to finish the brick-laying project this upcoming weekend.
- Music Garden grant: Instruments have been ordered and first shipment is expected in 1-2 weeks. Increased cost in building materials will result in one fewer of the musical instruments. Director Shlager will update the grant administrator on current progress with the layout. The Library will hold an event to introduce the Music Garden to the community.
- Summer Reading Program theme is "Oceans of Possibility." Staff members have secured adult and child educational programming. They are still working on fun/community building programs.

Old Business

- GSuite: Director Shlager continues to look into options.

New Business

- Director Shlager will update the library website to reflect new trustee positions.
- Trustee members will try to attend Friends of the Library group meetings which are held monthly. Next one is May 23, 2022 at 6:30 p.m. Trustee Busby will attend.
- Trustees Fournier and True will work together to create a document for Director Shlager's yearly evaluation.
- Trustee Busby suggested the formation of a small committee of trustee members to work on staff appreciation gifts as they are needed throughout the year. Trustees Busby and Drouin agreed to form this committee.

Adjournment

- Motion: Trustee Fournier
- Motion passed unanimously.
- Time: 8:00 p.m.

Next scheduled meeting: May 12, 2022, at 7:00 p.m.

Respectfully Submitted,

Melissa Tiney, Secretary