

Sandown Public Library
Board of Trustees Meeting
Minutes: June 9, 2022 7:00 p.m.

Call to Order

Attendance (P: Present, A: Absent)

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

Pledge of Allegiance

Correspondence

- Donation of \$200 for NE Lighthouses Program. Motion to accept by Trustee Tiney, seconded by Trustee Drouin, approved unanimously.

Finance Report

- Trustees Fournier and Busby are both signers on accounts.
- Budget is improved. See P&L Budget vs Actual spreadsheet.
- Paul Densen Fund Quarterly Update: \$100,329.51 as of end of May

Approval of Minutes

- Date of Minutes: April 26, 2022
- Tabled until August trustee meeting when quorum of trustees who were present at that meeting are able to approve the minutes

Director's Report (attached separately)

- Air conditioner is not functioning properly, especially in the children's room. Director Shlager to arrange for evaluation.
- Music Garden is almost complete. Waiting for one more instrument and rubber mulch. Project is still within budget.

- Summer Reading Program (SRP) is to conclude on August 13, 2022 at 10 a.m. with a dedication of the Hazel Marlow Learning Pavilion. Family members of Hazel Marlow will be invited to attend.
- The library is working with the recreation department chair to establish a branch library at the Recreation Center.

Old Business

- GSuite migration: Annual billing continues. There are now 11 Gmail emails in use for the library.

New Business

- Director Shlager provided several policies for the Trustees to review prior to the next meeting.
- Trustees True and Busby have developed a Google Form tool for evaluation of the Director. Forms are to be sent out with Trustee and Staff specific versions. These are due in Mid-July.

Adjournment

- Motion: Trustee Fournier
- Second: Trustee Busby
- Motion passed unanimously.
- Time: 7:34 p.m.

Next scheduled meeting: August 11, 2022, at 7:00 p.m.

Respectfully Submitted,

Melissa Tiney, Secretary