



Sandown Public Library Trustees Meeting
Minutes for March 28, 2019 at 7 PM

Call to Order - 7:03pm

Attendance

Trustees: Diana True, Carol Fournier, Caroline Morse, Carol Busby Tina Owens and Director Deb Hoadley
Selectman's Liaison Steve Brown

Pledge of Allegiance

Trustee Orientation

The Trustees welcomed newly elected Trustees Caroline Morse and Carol Busby to the Board.
The Director provided materials for Trustee Orientation; discussion ensued.

Finance Report

Financial Reports – prepared by Patricia Sarcione, Bookkeeper. Discussion ensued.

Undesignated Donations: Trustee Owens motioned to accept a donation of \$109.00; seconded by Trustee Carol Busby; motion passed unanimously.

Edward Jones Investment – Director Hoadley announced the Trustees will need to address signatures and other procedures now that our former Treasurer has retired.

Approval of Minutes

February 21, 2019

Trustee True motioned to accept the minutes as amended. Trustee Fournier seconded and the motion carried.

News & Views of the Director

- Statistics – the monthly statistics were presented and reviewed; discussion ensued. (Copies available upon request)
- Programs & Announcements – details were provided (available upon request)
- Director's Report – Director Hoadley presented her monthly report; discussion ensued. (Copies available upon request)

Friends of the Library Report

- Meeting was held March 25 at 6:30pm
- Need a Treasurer
- Selling tickets for Mystery Night with the Friends of the Sandown Public Library. Event will be held on Thursday, April 11 at 6pm at Zorvino Vineyards Function Hall. Tickets are \$48 and include light bites, coffee & tea, dessert and the show. Tickets can be purchased online through the library website or by cash or check at the library.

Old Business

- 2019 Default Budget – meeting with the Board of Selectmen at 6:30pm
- PTO Policy & Matrix – tabled until a future meeting.
- Building Repairs from flood – discussion ensued.

New Business

- Nomination for Board of Library Trustee positions
The following slate of Trustee positions was presented to the Board for review and approval:
Chair: Diana True
Vice Chair: Carol Busby
Secretary: Caroline Morse
Treasurer: Tina Owens
Trustee Fournier motioned to approve the slate of Trustees as presented, Trustee Busby seconded and the motion carried unanimously.

- Library Trustee emails – the Director proposed new positional emails that reflect the Trustees' roles on the board vs. using personal names. The Director will provide more details in the coming week.
 - Bank Signatures
 - NHLTA Membership – The Director will register the new Trustees and pay the annual dues.
 - Name tags – Trustee Owens reminded the Director to order tags for the new Trustees.
- Library will close at 6pm on April 11 for staff to attend Friends Event
- SNHLC Annual Meeting Date: Monday, May 6, 2019 at 7:00pm, Plaistow Public Library
- NHLTA 2019 Spring Conference – Wednesday, May 29; discussion ensued

Next Business Meetings

- Thursday, April 18 at 7pm
- Date change for June – Thursday, June 27 at 7pm (Friends Ice Cream Social on June 20)

Adjournment

- Trustee Owens motioned to adjourn at 9:32pm, Trustee Fournier seconded and the motion unanimously.

Respectfully submitted,

Tina Owens
Vice Chair Board of Trustees
Sandown Public Library