

Sandown Public Library

Board of Trustees Meeting

Minutes: January 19, 2023 at 7:00 p.m.

Call to Order 6:58 p.m.

Attendance (P: Present, A: Absent)

- (P) Chair Carol Busby
- (P) Vice Chair Diana True
- (P) Secretary Melissa Tiney
- (P) Treasurer Stephen Brown
- (P) At-Large Julie Drouin
- (P) Selectman Liaison Robert Nickerson
- (P) Director Adam Shlager

Member of the public present: Elaine Aubin

Pledge of Allegiance

Correspondence

- Thank you notes reviewed from staff members Julie and Paula for the end of year bonuses
- Motion to accept a donation in the amount of \$212.19 from the Sandown Garden Club, designated for the purchase of gardening books made by Trustee True. Seconded by Trustee Busby and unanimously approved.
- Motion to accept an undesignated donation from Phyllis Ludas in the amount of \$50.00 made by Trustee Busby. Seconded by Trustee Brown and unanimously approved.

Finance Report

- P&L Budget vs. Actual Spreadsheet: End of Year 2022

Approval of Minutes

- Date of Minutes: December 8, 2022
- Motion: Trustee Drouin
- Second: Trustee Brown
- Motion passed unanimously.

Director's Report

- 2022 year end numbers showed positive improvement in programming and attendance at those programs. Circulation totals shows a slight decline from 2021 with an increase in digital usage.
- Continue to reach out to patrons and town residents using social media postings, calendar feed at the circulation desk, and the sign outside The Library experienced a loss of consistent postings of programming with the discontinuance of one local newspaper.
- The Library plans to hire a second page, who will work for 12 weeks during the summer, in support of the Summer Reading Program
- The Board discussed proposed new initiatives for 2023 including working with the 60+ Club, offering Tech Tuesdays, and increasing teen programming with some new focus on online safety education and possibly “Adulting 101” offerings.
- Building projects: starting to create the quiet study room, change commode in staff bathroom and increase displays in the library given new wall availability with the quiet study room.

Old Business

- Important dates: 01/25/2023-02/03/2023 Declaration of Candidacy

New Business

- Motion to approve grant in the amount of \$4,945.00 from the NH Charitable Foundation’s NH Library Technology Program made by Trustee Busby. Seconded by Trustee Brown and unanimously approved.
- Motion to approve the purchase of a new Director laptop not to exceed \$2,000.00 made by Trustee Busby. Seconded by Trustee Tiney and unanimously approved.

Adjournment 8:00 p.m.

Next scheduled meeting: February 9, 2023 at 7:00 p.m.

Respectfully Submitted,

Melissa Tiney, Secretary