

Sandown Public Library
Board of Trustees Meeting
Minutes: April 13, 2023 7:00 p.m.

Call to Order 7:00 p.m.

Attendance (P: Present, A: Absent)

- (P) Chair Carol Busby
- (P) Vice Chair Marc Zucker
- (P) Secretary Melissa Tiney
- (P) Treasurer Stephen Brown
- (P) At-Large Elaine Aubin
- (P) Selectman Liaison Robert Nickerson
- (P) Director Adam Shlager

Pledge of Allegiance

Election of Officers: please see above attendance list with updated officer titles

Correspondence

- none

Finance Report

- P&L Budget vs. Actual Spreadsheet: budget on target
- Densen Fund: Trustee Brown and Director Shlager will obtain quarterly updates.

Approval of Minutes

- Date of Minutes: March 9, 2023
- Motion: Trustee Brown
- Second: Trustee Busby
- Motion passed unanimously. Trustees Aubin and Zucker excused.

Director's Report

- Quiet study room: still waiting on scanner and printer. Director Shlager will submit a final report for the grant.
- Outside cleanup: plans are to put out the sun shade sails on the Music Garden, finish edging on the handicap walkway and complete stonework on the wall.
- State library report completed and annual report submitted for the state audit of the town

- Circulation and programming participation continue to increase back to 2019 levels.

Old Business

- Exterior door hinges are installed and Director Shlager provided an update on the alarm system.
- New slat walls are installed.
- Staffing: Director Shlager received notice from Julie Ball. The new 25 hour position will be posted for a circulation and programming support assistant; candidate will require a full background check, experience with technology, library work and programming.

New Business

- Terry Knowles: attorney who specializes in capital campaigns for libraries will speak at the next Trustee meeting via zoom on May 11. Trustees will come with questions to the meeting.
- Exterior sign has fallen into disrepair and is located in the state right-of-way and new sign must be installed 50 feet from the center line. Director Shlager will arrange to remove the crab apple tree from the front of the Library and obtain quotes for granite post sign. Plan is for new sign installation directly in front of the building.
- NHLTA 2023 Spring Conference is May 9, 2023 in Concord. Registration deadline is May 9, 2023. New trustees and those who have not attended in the past are encouraged to attend this year.

Adjournment: 8:00 p.m.

Next scheduled meeting:

Respectfully Submitted,

Melissa Tiney, Secretary