

Seabrook Library Board of Trustees
Town of Seabrook, NH
Minutes for Board of Trustees Monthly Meeting
July 12, 2023

In attendance: Chairman: Eric Small
 Treasurer: Paul Kelley
 Secretary: Laura Litcofsky
 Library Director: Susan Schatvet

1) Roll Call: The meeting was called to order at 3:39pm. Roll call was taken. All Trustees were present.

2) Approval of prior meeting minutes: The minutes from the June 13, 2023 Monthly Meeting were approved.

a) Director's Report:

The Director's report was reviewed with the following items to note...

- The Summer Library kick-off was held at the school. There are 68 students currently signed up for the program. So far, the events have been well attended.
- Michelle has been hosting some adult events that have had good attendance.
- Jim has added an additional handicapped parking space.
- Jim recently repaired a boiler pump.

b) Financial Statement -

- The most recent financial report was reviewed.
- Paul shared the latest Fidelity Investment report.

3) New Business

a) Meeting Room Policy - Susan suggested a few amendments to the policy and they were unanimously approved by the Trustees.

- i) Line 66: changed to "All library sponsored events will be free of charge and open to the public."
- ii) Line 93: Remove "...with the sole exception of the Friends of the Seabrook Library."
- iii) Line 132: Remove "All food excess and waste where food is allowed and trash generated during the meeting must be removed from the premises immediately after the meeting by the group."
- iv) Line 166: change to "The small conference rooms also known as tutorial rooms may be booked at a maximum rate of one use per day. The maximum time allowed per booking is 4 hours. Priority will be given to Seabrook residence."

b) Children's Room Staffing - She would like to hire a person for a part-time, 24 hour position. Discussion ensued about the option of making it a full time position. Susan is going to put together some numbers and get back to us.

4) Old Business

a) Fogg Estate Money - outside patio

- Chairs are in and will be put together.

b) Repairs to Brown -

- Jim has pressure washed decking and repaired the stair riser. He will seal soon, pending a weather day.

5) Next Meeting:

Regular Monthly meeting will be on Monday, August 7, 2023 at 3:30.

Please note the change of day.

6) Adjourn: The meeting was adjourned at 4:27pm.

Respectfully submitted,
Laura Litcofsky
Secretary
Board of Trustees