



Whipple Free Library
There's Always Another Chapter

Minutes of the Library Board of Trustees February 21, 2023

Present: Marti Wolf, Jennifer Allocca, Robin Winslow, Dick Backus, Betsy Whitmann
Melissa Harvey, John Fladd (Alternate), Tanya Ricker (Library Director)

Absent: Kate Fitzpatrick

Members of Public: Jacob Fields

Meeting Called to Order by Marti Wolf at 7:00pm

Marti recommended that our meeting be shortened due to the impending weather and unfinished business would be pushed to the March meeting agenda. All agreed this would be the prudent measure to take.

Review and approval of Minutes: Robin made motion to approve the January meeting minutes, Betsy seconded the motion and all were in favor.

Jennifer made a motion to approve the minutes from the February 9th special meeting public session, Melissa seconded the motion and all were in favor.

Dick made a motion to approve the minutes from the February 9th special meeting non-public session and to seal the minutes for a ten year period, Jennifer seconded the motion and all were in favor.

Treasurer's Report: Copies of the report were distributed to Trustees for review prior to the meeting. Jennifer gave a brief summary of the accounts but it was agreed that a more detailed report would be presented at our March meeting since she and Tanya found a discrepancy they needed to research.

Director's Report: Tanya gave a visual overview of the new website which is still in the developing stages but moving along nicely. Tanya asked if there were any questions regarding her monthly report that had been emailed to the board prior to tonight's meeting. Melissa asked about the Covid tests that had been disseminated to all state libraries by the NH Library Association as part of a government program. She expressed concern as to whether this is an appropriate task for libraries to undertake and if there was a potential liability issue for the library. Jennifer suggested contacting Paul Branscomb, the town's health officer, to get his input. Tanya will be checking with other libraries via the state list-serve to see if other board's had expressed concerns as well. No tests will be given out (except to staff) until this information is obtained and a procedure for dissemination is implemented.

The New Boston Grange has been advised of the approval for the use of the Russell Community Room in April for their scholarship fund raising event.

Melissa shared with the board the poster she created to promote the recruitment for alternate trustees. Per RSA 202- A:10, up to three alternates may be appointed for one year terms and at this time we have one. Minor revisions to the poster were suggested but overall the board was very pleased with the result and thanked Melissa for handling this project. It was decided that after the upcoming March election the Board will implement a recruiting effort for alternates.

Robin suggested the Board consider purchasing a case for the AED (Automated External Defibrillator) so that it could be mounted in a visible location in the library. Currently the AED is located in the break room with signs in the community room advising of its location. A suggestion was made to contact Dan MacDonald, Emergency Management Director, for input on the type of case and location for it to be mounted. Dick will follow up on this recommendation.

Tanya advised that second interviews were done with candidates for the adult services coordinator and circulation desk positions. She requested approval from the board to hire Susan Pellerin as the adult services coordinator and Marcia de Steuben for the circulation desk. The offers are contingent upon completion of the necessary background checks. Robin made a motion to approve both hires, Dick seconded and all were in favor. One open slot remains for the circulation desk and Tanya will be advertising for that position.

Betsy updated the board on the activities of The Friends to include the recent passing of revisions to the by-laws. The auction is slated for April 15th and the phonebooks are going to press this month. The board took this opportunity to thank Betsy for her service to the board as a trustee since she is not seeking reelection. She has been a vital member of the board particularly in her role as the liaison to The Friends.

Betsy made the motion to adjourn and Jennifer seconded the motion. All were in favor. The meeting was adjourned at 7:39 PM.

Next Board meeting is scheduled for March 21, 2023.

Respectfully Submitted,
Robin Winslow, Secretary