



**Minutes of the Library Board of Trustees
January 24, 2023**

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

Meeting called to order by Marti Wolf at 7:03 pm

December minutes: Dick Backus moved to approve; Betsy Whitman seconded; all were in favor.

Treasurer's Report: Books basically close on 2022 at the end of this week. The library ran under budget, mainly in the area of full-time payroll due to the period of time when the library did not have a director. The money not spent (roughly \$14,600) will be returned to the town.

The town is negotiating to join a pool with other towns to buy electricity at a better rate. If this Community Power Program is approved by the town, the savings will apply to every household in town (as well as the library) that buys their power from Eversource. Those that don't use Eversource will be able to "opt into" the program if they so desire. Eversource will remain the distributor of electricity.

It was decided that donations to the library should be placed in the Unanticipated Revenues account for better recordkeeping. Jennifer suggests that this be documented in library policy on Donations.

Dick Backus moved to approve the report as amended; Betsy Whitman seconded, and the motion was unanimously approved.

Director's Report: Ads for open positions have been posted. Three people have applied for Circulation Assistant and one for Adult Programming and Outreach Coordinator. Tanya will interview the candidates deemed of interest with a Trustee, probably Marti Wolf. Other Trustees may also be involved in the process for the Adult Programming and Outreach Coordinator.

As of the meeting, all employees have watched the harassment training video except Sophie, but she expects to view it before the end of the week.

Website upgrade is proceeding smoothly.

Tanya reported more problems with our alarm system. Jennifer informed us that George St John in his new role as Town Facilities Coordinator, is looking into a new system for the town. The library will get in touch with him about this.

Twin Bridge has not responded to Tanya's request for an explanation of what is included in our contract with them. She will look into other IT support possibilities including the one that the Town is investigating which will have the advantage of including cyber-security.

The Grange has asked to hold a “penny sale” in April to fund a scholarship. The board is favorably inclined but wants to consider writing a formal policy for such requests before voting on the request.

Tanya and Robin will be putting together a list of library policies and the frequency with which they need to be reviewed to keep them up-to-date. This will be modeled on Goffstown’s Policy Matrix. They also noted the next four policies they will be writing for adoption.

In common with general practice, library cards will now be reviewed after three years, giving the library the opportunity to update addresses, etc. and to make sure the holders are still residents of the town.

Facilities: Dick reported that he had informed both Wally's Plumbing and Granite State Plumbing that we were not prepared to proceed with replacing the heating system at this time. They will presumably be able to easily update their bids when the library is ready to go ahead.

Friends: They are still working to sort things out in the shed (while not touching any Trustee materials stored there) and have developed by-laws to be voted on at their next meeting. The auction will be held in the spring, and the new phone book will be printed sometime in mid-February.

Election: Robin has confirmed she will be running for one of the open Trustee positions. John Fladd has previously indicated he will run for the other. The filing period opens on 1/25/2023.

Foundation: Marti reported the Foundation now has 6 members. They are connecting with other libraries which keep their foundations active.

The town deliberative session will be held Feb 6th. The NHLT meeting will be held on May 9th. Our next meeting is Feb. 21st.

At 8:30 Dick moved to adjourn; Jennifer seconded, and there was unanimous agreement in favor.

Respectfully submitted,
Dick Backus, filling in for Robin Winslow