



Minutes of the Library Board of Trustees March 21, 2023

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

Absent: Betsy Whitmann

Members of Public: Jacob Fields

Meeting Called to Order by Marti Wolf at 7:10 pm

Review and approval of Minutes: Marti suggested amending the minutes to reflect the reason for the shortened meeting was due to poor weather. Dick made a motion to approve the February meeting minutes reflecting the amendment proposed by Marti, John 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. She noted that in 2022 a maintenance expense was inadvertently entered incorrectly in QuickBooks. The entry was corrected in 2023 after the Treasurer's Report for 2022 year end was completed. It is that correction in 2023 that is causing a reconciling difference in the 2023 Treasurer's Report. An explanation will be noted in Quick Books as well as an annotation at the end of the treasurer's report each month. Jennifer asked to be put on the April meeting agenda to discuss the Dodge Library fund. Jennifer made motion to accept the Treasurer's report, Dick seconded the motion and all were in favor.

Library Director's Report: Tanya gave a recap of her report which included: outdoor lighting to be installed this week, Adult Services and Circulation Desk new hires have both started their positions and all is going well, security system revision is being researched in conjunction with the Town, new chess club well attended.

Melissa suggested putting a request for used chess set donations on Facebook so we have enough sets for all to play without bringing their own.

Tanya asked if the board thought the timer for the outside lights should be set to go off later than 11:00 PM. The Board deferred to Chief Brace's recommendation regarding safety and Tanya said she would speak with him. Tanya also noted that the timer can be easily changed to go off later for special events.

Tanya recommended the open 9 hr circulation desk position go unfilled at this time as Sophie and Cathy are open to continue to absorb those hours into their part-time schedules. The Board agreed to support Tanya in this recommendation.

Tanya suggested the library close on Saturday for the Memorial Day weekend as has been done in the past. The closure will be posted so patrons will be aware. The Board agreed with the closure.

The PTA at New Boston Central school is requesting to use the community room for a second Tall and Small Ball sometime in May. They had proposed using this event as a fundraiser for the library. Dick noted that we are the Whipple Free Library so a fee to attend should not be charged. Tanya will work with them to finalize the details.

Facilities Report: Dick is working with Dan MacDonald regarding the installation of an AED case to hold our existing Defibrillator. No update regarding the installation of the generator, only that the \$50,000.00 grant has been awarded to the town and the Library has been designated as a site for installation.

New Business: Marti reports that Kate Fitzpatrick has officially resigned from the Board for personal reasons, effective February 22, 2023. According to RSA 669.75 the Board can recommend someone to be appointed to fill her vacancy. This discussion is held until the April meeting and after the town elections on March 28th. Marti has information from Kate concerning the plaque for Sarah Chapman's portrait and will be following up with the vendor.

Marti has spoken with the company reviewing the human resources manual and is hopeful the finished product can be presented to the board asap. The company had a change in ownership which added to the delay.

The Alternate Trustee recruitment poster done by Melissa is ready for print and it was decided taking it to Staples for color printing is the best option.

Melissa suggested the Board publicly highlight the new additions to the Board after the upcoming election perhaps through the Library Notes section of the Beacon. This could coincide with the planned introduction of all Trustees and what the job of a Trustee is on our website. Also an opportunity to encourage others to become alternates and get to know first hand what being a Board member is all about.

Jennifer asked the Board to consider the Livestream option for future board meetings. The Board agreed to give consideration and have future discussion on this.

At 8:08 PM Dick motioned for us to move to a non-public session to discuss a personnel matter in accordance with RSA 91-A:3. Jennifer seconded the motion. Tanya and Jacob Fields left the meeting at this time.

At 8:48 PM we resumed public session and Dick made a motion to adjourn, Jennifer seconded the motion and all were in favor.

Respectfully Submitted,
Robin Winslow, Secretary

