



Whipple Free Library

There's Always Another Chapter

Minutes of the Library Board of Trustees

May 28th, 2024

Present: Marti Wolf, Jennifer Allocca, Kerri Kelley, Christa Snyder, Jacob Fields, John Fladd, Susan Hansen, Tanya Ricker (Library Director), Candy Brenner (Friends of the Library).

Members of the public: none

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

Business Carried Over From Last Meeting:

Review of special session (May 2) outcome: A discussion was held on where to start with renovations. It was decided that the Trustees should start with repurposing the conference room and storage issues. In exploring solutions to storage issues, it was decided that cabinets are needed in the conference room and the break room. The Trustees would also like to move forward with the building of a shed for the Library of Things.

John volunteered to look into plans for the shed. Tanya and Susan will work on plans for the break room. And Jennifer and Christa will work on plans for the conference room.

Library of Things: Tanya presented a draft version of a lending agreement and a discussion took place on the length of time for borrowing items, maintenance of items, and insurance coverage.

Timing of CIP for library expansion: The library is currently on the CIP for 2027-2028. All Trustees were in favor of moving the date to 2030.

Creating a Third Place: At this time, more community space is needed.

New Business:

4th of July Float: A trailer/flatbed is still needed for the float. The float theme will follow the summer reading program theme - Adventure Begins at Your Library. Tanya is still looking for volunteers to help on the 4th.

Building repair/maintenance funding options: to be discussed at a future meeting.

Expendable Trust Fund and/or Building Repair/Maintenance CRF: A list needs to be created so that the Trustees know what needs to be done and determine where the funds will need to come from.

Creating lists of possible expenditures this year and next: Tanya will create a Google Doc that all Trustees will have access to. All needed repairs/maintenance will be added to the list and then later prioritized.

The Eagle Scout project needs some repair work. The lattice work has warped and needs to be supported by an additional piece of trim wood. Marti and Christa volunteered to fix it.

Recurring Business:

Friends Report by Candy. The Friends are working on the shed with Mary Kennedy.

The Friends are sponsoring a staff appreciation luncheon on June 6th. Trustees are invited to attend. The book sale will be held on September 14th. There was some discussion on whether the Trustees would plan a Trustee Meet And Greet this year in conjunction with the book sale. No decision was made.

April 16th Minutes reviewed.

Motion to accept minutes by Jake. Seconded by John. Vote unanimous.

May 2nd Special Session Minutes reviewed.

Motion to accept minutes by Susan. Seconded by Christa. Vote unanimous.

Treasurer's report by Jennifer.

Motion to accept Treasurer's report by Susan. Seconded by Jennifer. Vote unanimous.

Jennifer has added a line in the budget for unanticipated revenue.

Jennifer left the meeting at 7:53 pm

Director's Report:

Tanya states that the library has received lots of great feedback from Natalie's tech programs. Natalie has created a new page on the website with tutorials from her power point presentations. The Ask a Financial Advisor series with Edward Jones went well. Patrons were happy with the information that they received.

The library has a new section - adult graphic novels. Tanya is working on building the collection. New puzzles are also being added to the collection that can be borrowed.

Summer reading program registration starts on June 17th. Lots of fun programming for all ages is being planned. Natalie enjoyed working with Barbara last summer and is going to work with Barbara again this summer.

Community space use is super popular. Tanya and the staff have reworked their system for after-hours groups and keys. It seems to be going well so far.

A small going away party will be held on Friday, August 9th for Sophie. She will be attending Hofstra University in the fall. A collection for a Visa gift card has been started. Please let Tanya know if you would like to contribute.

Tanya is currently looking for a replacement for Sophie's position.

The library did not receive the Dollar General grant for the summer reading program. Tanya will apply again next year.

Patti has been covering shifts for Cathy while she is out on medical leave. Cathy hopes to return in July.

The website needs to be updated so that it is ADA compliant.

The Red Cross has violated the library's policies several times. Tanya will speak to the Red Cross about finding a new location for their future blood drives.

Facilities Report:

Kerri reports that the water testing is complete for May and there was no bacteria found in the sample. Tanya received a quote from Ultimate Green Clean for cleaning the carpets and upholstery. All Trustees were in favor of having the work done in the fall.

A water treatment system needs to be installed to remove iron and other minerals from the library's water.

A motion was made by Kerri to have a water treatment system installed by Granite State Plumbing for \$2500 this summer. John seconded the motion. All Trustees were in favor.

A short discussion was held on this summer's meeting schedule. It was decided that the Trustees will not meet in August.

Upcoming Events:

- June 1st - Touch-a-Truck
- June 5th - NHLTA Spring Conference
- June 6th - Friends host Staff Appreciation Luncheon
- June 18th - Trustee Meeting
- July 4th - WFL Float for parade

Special thanks to John for providing snacks for this evening's meeting.

Motion to adjourn meeting at 8:33 pm by John. Motion Seconded by Jake. All members in favor of adjourning.

Respectfully submitted,
Kerri Kelley, secretary