



Board of Trustees  
Meeting Minutes  
May 21, 2019 2 PM

Monthly meeting called to order at 2pm. In attendance Trustees Natalie Gallo, Charlene Flaherty, Ronnie Shelley; Trustee Alternates Brian Vass, Theresa McTammany, Charles Fernandes; Director Rosemary; Budget committee liaison Carol Cipriano; Kate Thomas, Minutes; Penny Williams, Tri-Town Times; Bob O'Brien, guest; Joe Guthrie, Selectman arrived 3PM.

Visitor comments and questions – none at this time. See end of minutes for comments from Joe Guthrie.

1. Approve minutes from the April 16, 2019 meeting. Charlene moved to accept, Ronnie seconded. Unanimously approved.
2. Director's Report
  - a. Stats-director presented her statistics and report.
3. Treasurer's Report
  - a. Budget Report – Nothing surprising in the budget except the heating line item is a little high at this time.
4. Old Business
  - a. Memorandum of Understanding – Natalie wanted to acknowledge RSA 202-A:1 underscoring the directive to have a select board, a budget committee, and library trustees work together to support a public library for the community. Charlene proposed that despite the delays in coming to an agreement with the Board of Selectman on the memorandum of understanding, that we should proceed based on precedence and continue to take care of replacing the broken/damaged fascia boards and its aluminum siding that is damaged on the exterior of the building. Trustees directed Rosemary

to seek estimates or an RFP for repairing the fascia as soon as possible, so moved by Ronnie. Seconded by Charlene. Unanimously approved.

- b. Rotary Club reception- Rosemary, Natalie, and Penny Williams went to the Rotary Club meeting on May 3, 2019 where the Rotary presented the library with a \$10,000 check to be used for replacing the chairs and tables in the public use meeting room.

## 5. New Business

- a. Dedication of tables and chairs and plaque will be scheduled, with members of the Rotary Club
- b. Rotary Club event on June 11<sup>th</sup> at 6 PM at Jamison's. All welcome to attend.
- c. HVAC issues on second floor- standalone units in reference office and seminar room are not functioning well and reaching end of life. \$10,500 was one estimate received for replacement of both units. Rosemary suggested that we just pursue repairing/replacing just one since the server is housed in the reference office and it is important to keep that cool. Charlene moved to make repair to the unit in the reference office. Ronnie seconded. Unanimously approved.
- d. Seminar Room- portrait of Nelson Ordway in the seminar room will eventually be returned to the historical society. Portrait of Judi Crowley is being worked on with Judi's family.
- e. Library Code of Conduct Policy read into record.

## 6. Donations by groups or individuals. Motion made by Charlene to accept all donations as listed below. Seconded by Ronnie. Unanimously approved.

- a. Acceptance of donations in memory
- b. Money in donation jar: \$21.70
- c. Books, audios & videos from various individuals
- d. Donations by groups or individuals:
  - i. \$10,000 Rotary Club
  - ii. \$4663.14 Mothers' Club

## 7. Correspondence –none today.

8. Joe Guthrie wanted to bring up that the memorandum of understanding isn't required to have the selectmen approve the document. That it is a library document. He will ask the board to sign it in recognition and that it is a library document. It doesn't give any more credit to the library. Charlene pointed out that the trustees feel that it has to be a document that will be acceptable to both the board and the library. Ronnie reminded Joe that we specifically wanted the Board of Selectmen to agree to the responsibilities that the Board of Selectmen will take care of certain things and that the library will be responsible for other certain things. Joe mentioned that this new memorandum was a revision of the personnel policy of 10 years ago, but Rosemary stated that they are 2 very different documents. Rosemary clarified that they are seeking a specific statement from the Board that they will be clear as to whose responsibility is the exterior of the building. We want to work together to agree on this document so future Boards of Selectmen and future library trustees will be able to easily make decisions. Joe asked for information about what the library has taken care of for exterior repair. Rosemary pointed out that we have provided information repeatedly regarding what we have done for repairs in the past that used the library budget. Joe was given another iteration of the list in an image format.

Meeting adjourned: at 3:35pm, Charlene moved to adjourn. Ronnie seconded. Unanimously approved.

Next meeting: Tuesday, June 18, 2019 2 PM