



Board of Trustees

Meeting Minutes

Tuesday, October 24, 2023 1:30 PM

Monthly meeting called to order at 1:30pm; in attendance Trustees Natalie Gallo, Al Cipriano, Ronnie Shelley via video, Charlene Flaherty via video; alternate trustees Theresa McTammany, Bob O'Brien voting as Kristina Durocher; Select Board Liaison Joseph Guthrie; Friends Liaison Carol Cipriano; Director Kate Thomas; Minutes Emily Wentworth.

Visitor comments and questions- none

Friends of the Library Update- \$780 toward preapproved checks, \$400 for a year of extra yoga classes, thrift shop sales in October so far are \$1501.

1. Approve minutes from the September 19, 2023 meeting and the Budget workshop meeting October 3, 2023. Motion to accept by Al, seconded by Bob, Ronnie yes, Charlene yes, Al yes, Natalie yes, Bob yes.
2. Director's Report- Kate gave Director's report.

[Kristina Durocher called in at 1:44pm.]

- a. Stats- difficulty obtaining website stats from Google Analytics, Emily and Kate are working to create new tracking method. Other stats continue to be positive.
  - b. Request for changing dates Nov 21 meeting. Suggesting Nov 14<sup>th</sup>. All in favor of moving November meeting to the 14<sup>th</sup>.
3. Treasurer's Report
  - a. Budget- preparation for 2024- going well, first session with select board, not many questions or comments. Natalie, Al, and Kate met with Lilli Walsh to go over budget. Future increases due to inflation are being considered. 59% of our investments with LPL, 41% with

Edward Jones. On October 6<sup>th</sup>, Al and Kate met via Zoom with Ray Noel and CEO Tony Truino from Twenty Four Wealth Management. Key highlights were a smooth two year transition period and that the fee structure of 1.25% will continue. We will continue to receive hard covered quarterly reports and annual in person visits.

- b. Report on Meeting with Budget Committee Liaison

#### 4. Old Business

- a. Review of the Library's Addendum to the Town of Hampstead Personnel Policy- Second reading. No additional comments. Motion to accept made by Charlene, seconded by Kristina, Ronnie yes, Charlene yes, Al yes, Natalie yes, Bob yes. Bob signing for Kristina, Theresa signing for Charlene.
- b. Strategic plan priorities- Julie gathering our completed tasks so far. Report will be given to Trustees in November after staff discusses at next staff meeting.

#### 5. New Business

- a. Open custodial position- Bob Higgins retired last month, contractor come in Wednesday and Friday. Exploring options, hired position or contract work. Charlene suggested reaching out to part time cleaners of Police Department or Town Hall.
- b. Library Closing schedule for 2024- no comments or objections.
- c. New plantings of trees completed at pavilion.
- d. Twenty Four Wealth mgt. package information- package to be signed by trustees, gives them continued authority to make transactions on the library's behalf, ability to terminate our funds with Twenty Four Wealth with written notice without penalty, transaction disputes move to binding arbitration. Al is happy with the company.
- e. Hampstead's 275<sup>th</sup> birthday: tickets to dinner- Congregational Church will be selling tickets for January 19th, dinner, reading of town proclamation, and a dance. All in favor of selling tickets for the church at the library with cash or check only.
- f. 2024 Town Forum will be rebranded as "Hampstead Civic Meet & Greet" to better reflect the purpose of the event. It will be held Saturday, January 20<sup>th</sup> 11am-1pm with a snow date of January 27<sup>th</sup>.

6. Donations by groups or individuals. Motion to accept by Ronnie, seconded by Charlene, Charlene yes, Ronnie yes, Kristina yes, Al yes, Natalie yes.
  - a. Acceptance of donations in memory
  - b. Money in donation jar
  - c. Books, audios & videos from various individuals
  - d. Donations by groups or individuals
7. Correspondence –Letter from Ray Noel regarding transition and Edward Jones reports given to Al.
8. Meeting adjourned: Motion to adjourn at 2:28pm made by Al, seconded by Natalie, Charlene yes, Ronnie yes, Kristina yes, Al yes, Natalie yes.

Next meeting Nov 14, 2023 1:30 PM-