

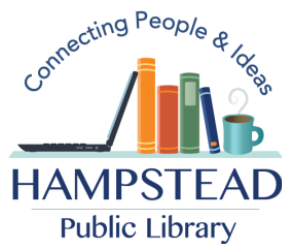
Board of Trustees
Meeting Minutes
Tuesday June 18, 2024

Monthly meeting called to order at 1:32pm in attendance Trustees Natalie Gallo, Ronnie Shelley via Zoom, and Al Cipriano; alternate trustee Theresa McTammany voting as Bob O'Brien; Select Board liaison Joe Guthrie; Friends Liaison Carol Cipriano; Director Kate Thomas; Minutes Emily Wentworth.

Visitor comments and questions- none.

Friends of the Library Update- Meeting next Monday 6/24 at 6:30pm, thrift shop made \$1,825 in the last month.

1. Approve minutes from the May 21 and May 28, 2024 Meeting. Motion to accept both minutes made by Al, seconded by Theresa, Ronnie yes, Al yes, Theresa yes, Natalie yes.
2. Director's Report- Kate gave her director's report.
 - a. Stats- 3,700 patron visits in May, reference questions continue to be high, electronic materials continue to gain in popularity.
 - b. July trustees meeting will be July 23rd
3. Treasurer's Report
 - a. Budget- Al suggested adding some money to the legal line item in the budget rather than keeping it as a \$1 place holder. Kate proposed making it \$1,000 for the next budget year, Al thought \$2,000 would be safer, other trustees agreed. Kate will investigate further and will revisit the topic during budget season. Edward Jones account dividends \$ 1194.52, and LPL \$ 3080.31
 - b. Report from NHLTA Conference. Al went to a session about managing trust funds, found their advice to be similar to TwentyFour Wealth. He also attended a session called "Intellectual Freedom 101" where they explained good processes for book challenges and how to manage a reconsideration policy. Kate explained that the library has a strong policy in place as well as a reconsideration form. The third session titled "The 22nd Century Library" was about how libraries are evolving their buildings and services with the times. Anyone interested could view the handouts from that presentation at the library desk.



4. Old Business

- a. Policies to be updated: Patron card eligibility policy (2nd reading). Motion to accept Patron card eligibility policy made by Ronnie, seconded by Al, Ronnie yes, Al yes, Theresa yes, Natalie yes. Library Credit Card Use policy (1st reading). Kate asked for opinions from the trustees as to whether the director's or treasurer's name should be on the card. The trustees agree it should be the director's name. Ronnie clarified that visibility will be upheld for credit card usage. Kate confirmed that the trustees can view any of the statements and will be signing the reimbursement checks to the town. Kate asked if the trustees were comfortable with a \$5,000 credit line, they all agreed it was appropriate. Natalie pointed out an error in the sub-bullet ordering, a spelling error, and a couple places where references needed to be adjusted. Kate will make these small edits for policy approval at the July 23rd meeting. Kate asked if the trustees were comfortable to start the card application process before the policy is approved, they agreed unanimously.

5. New Business

- a. Recommendation for hiring. Kate has offered the job to Emma Cianciulli. She is expected to start next Monday June 24.
- b. RFP for gutter installation: 2 bids opened. J. Carnes & Son Roofing \$16,700 and Brother's Gutters \$9,750. Kate will look into the details now that they are open and will also consult Jim Lavacchia and Steve Keach.

6. Donations by groups or individuals. Motion to accept all donations made by Theresa, seconded by Al, Ronnie yes, Al yes, Theresa 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- none.

8. Motion to adjourn made by Al, seconded by Theresa, Ronnie yes, Al yes, Theresa yes, Natalie yes. Meeting adjourned at 2:52pm.

Next meeting: Tuesday July 23, 2024 1:30 PM