

Pillsbury Free Library Board of Trustees
Tuesday April 16th Meeting Minutes

Present: Michael Simon, Ralph Parsons, James Zablocki, Judy Pellettieri, Sherry Colfer, Teresa Hathaway,
Library Director: Nancy Ladd;
Absent: David Bates, Rhonda St. James, Emma O'Connell-Fateaux, Mary Pelkey (Alternate)

Meeting began at 7:08 PM.

Guest Speaker: Susan Beere presented her proposed project and future art donation, **Tree of Life**: a high relief ceramic mural approximately 28" square. The project would involve a crowd sourced type campaign and students from the elementary school, ending with the art piece being donated to the Library. The Trustees viewed a possible location for the art to hang. The trustees will consider the project and let Susan Beere know their decision.

1. Recording Secretary's Report:

- Spelling of names were corrected
- Removed space from NHPDIP
- Public Relations and Programming change "with proceeds going to" to "with a portion of proceeds"
- Financial Information Sessions dates corrected to April 2nd and April 9th.
- Donation by Penny Courser - change the word "jugs" to "pints"

Minutes from the last meeting were approved [as amended]

Motion: Ralph Parsons Second: Jim Zablocki Approved [as amended]

2. Corresponding Secretary's Report: Teresa Hathaway

- Judy Pellettieri sent thank you notes to Trustees leaving the Board: Kathy Carson, Michelle Allen and Anastasia Glavas
- Teresa sent a sympathy note and flowers to Marcia Moyer
- Teresa sent a thank note to James and Jeanne Hand for their donation of \$250
- Teresa sent a thank you note to Michael Spann-Weitz for use of his sound system, and his expertise
- Teresa sent letters to the Warner Selectmen and to the Town Clerk with the new 2019-2020 Trustee Officers.

3. Treasurer's Report / Finance Committee Report: Ralph Parsons

Processes are underway to create a new account in NHPDIP with donation funds currently at Sugar River. As a new Finance Committee member Jim Zablocki will be added to the contact and report viewing list for both accounts.

The revised letter for the first Annual Appeal was reviewed and with minor adjustment and letterhead added will be ready for print. The committee has gathered information on printing, mailing, and postage for the initial appeals and ways of formatting the return donation envelope. This first mailing will be an Every Door Direct Mail to all residences, approximately 1467 addresses. Future year's mailings will be smaller based on this year's response.

Motion to authorize the Finance Committee to proceed with the annual fund letter as amended, with a not to exceed \$1,200 amount and to be mailed in May.

Motion: Michael Simons Second: Ralph Parsons Approved

The committee reviewed the list of individual donations, and profits from programs as listed below:

Individual Donations for \$250 and \$100

From LCHIP for filing monitoring reports on time \$200
Flea Market table fees \$615
Movie Night donations \$344
SKIT Bake Sale \$180 (Split of ticket sales has not yet been received)
Town meeting bake sale \$265

Motion to accept donations

Motion: Ralph Parsons Second: Judy Pellettieri Approved

Motion to take \$40 from SKIT moneys from the Donations fund for the Warner PTO for use of their Popcorn machine and supplies for Movie Night . Check to be sent to Warner PTO c/o Stef Martin.

Motion: Ralph Parsons Second: Jim Zablocki Approved

Treasurer's report was accepted into the minutes.

Motion: Jim Zablocki Second: Judy Pellettieri Accepted into record

4. Building and Grounds Committee Report:

New restorer for the stained glass windows can carry out work in May. Nancy will check to make sure all changes are approved and funded.

The Town seems to be more cooperative in support of the library grounds. Two DPW workers cleaned up the leaves and they will be cleaning the gutters and will scrape and stain the shed when the weather is warmer.

Nancy is looking into new lighting options for outside lights by the Depot St. entrance and leaf shields for the gutters.

5. Programs

Follow-up on past programs

Financial programs were not well attended. There was a snow storm one night. It was noted that parents said they would have attended if it was during the day.

Poetry Event coming up on the 27th, the same night as a music concert at Town Hall.

Poetry Night is the 27th and also the beginning of the Art Exhibit, "The Road not Taken".

Next meeting will to be determined, after consultation with new committee members.

6. Library Director's Report:

Technology: The AED has been received. The board viewed the location where the unit will be installed. There will be training soon by the state and with the Fire Department.

Circulation is ahead of last year to date, in part due to the use of the Warner Library by Hopkinton residents. Since August 2018, 49 free temporary cards have been issued to Hopkinton residents.

Volunteers: 3 students volunteering at the library this month. Linda Hedrick, past Trustee and retired Librarian has begun volunteering.

Children's Library; Sue Matott very busy preparing for the children's play with rehearsals and painting of stage sets. Play date is May 4th at 4 PM. Admission by donation to Food Pantry.

2019 Summer Reading Program theme is SPACE – A Universe of Stories. Sue applied for and received a grant of \$150 to pay a children's performer (half the cost) for July.

The Performer review committee is considering an Intergenerational Project for Summer 2020

The Story walk has been changed for Poetry Month using the Poetry book by David Elliot, "In the Wild".

Kearsarge Area Chamber of Commerce (KACC) utilized the Frank Maria room for a class on Beginning Facebook. 20 people attended. KACC would like to use the room for other programs supporting local businesses.

The Library is picking up items from the CAP building left behind when the Pre-School closed.

NH Library Trustees and Friends Groups Regional Meeting will be held at the Library on May 1st from 5:30 to 7:30. This meeting offers Trustees and Friends time to network with other town trustees and friends.

Programs under consideration

Free Film – "Economics of Happiness" which presents Globalism vs Localism

LYME documentary and or talk

7. Update of Rugs for the Frank Maria Room

James Zablocki presented for review variations of color on rugs previously chosen for consideration. A decision was made to order 1 or 2 rugs to see them in place. Rugs may be returned to the supplier with free shipping.

8. Susan Beere Presentation discussion

The Trustees generally liked idea of the art work donation, however with the Annual Appeal going out in May, it would be bad timing to have 2 fund raising activities at the same time. In addition the application process for a matching Education Grant has its own time line. Working with the School would also take time.

Motion to authorize Michael and Judy to draft a reply to Susan Beere detailing our concerns.

Motion: Michael Simons Second: Ralph Parsons passed

Meeting adjourned 9:12 PM.

Next meeting to be held on Tuesday, May 21st at 7:00 PM.

Respectfully Submitted,

Teresa Hathaway,
Corresponding Secretary