

Pillsbury Free Library Board of Trustees
Tuesday October 15, 2019 Meeting Minutes Final

Present: Present: Michael Simon, Judy Pellettieri, James Zablocki, Ralph Parsons, David Bates, Rhonda St. James, Teresa Hathaway; Library Director: Nancy Ladd;
Absent: Mary Pelkey, Sherry Colfer

Meeting began at 7:00 PM.

1. Recording Secretary's Report: David Bates

The Board reviewed the minutes of the September 17, 2019. Minor typographical errors were corrected.

Minutes from the last meeting were approved as amended

Motion: Ralph Parsons Second: Judy Pellettieri

Approved as amended

2. Corresponding Secretary's Report: Terry Hathaway

Louise Hazen sent a thank you note for her parting gift.

Terry will be sending a thank you note to Cliff Matott for helping repair the damaged story walk podiums.

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

\$7,820 has been raised so far for the annual fund. The cost of printing and mailing needs to be subtracted from the gross total when net total is figured. The fundraising thermometer sign is up. After discussion the Finance Committee had decided the annual appeal should run from May to December.

At the Fall Foliage Festival book sale the Library received \$3,452 for books, and \$39 in the annual fund donations jar.

Motion to donate 15% of the book sale proceeds (\$518) to the Fall Foliage Festival.

Motion: Ralph Parsons Second: Rhonda St. James

Approved

Treasurer's report was accepted into the minutes.

Motion: David Bates Second: Terry Hathaway

Accepted into record

4. Building and Grounds Committee Report: Michael Simon

There was some vandalism to a downstairs window. The Town's insurance policy will cover the damages, minus a \$100 deductible.

At the next meeting the committee will be working on the annual monitoring report to LCHIP.

Nancy spoke with eversource contractor World Energy about changing out current lighting for more efficient LED lighting. Eversource will pay 50%. The LED lights are more energy efficient and have a longer life span. The total project cost is estimated at \$7,779.56. The Library's half would be \$3,889.69. It's estimated the monthly savings is

\$125 per month, meaning the investment would pay for itself in roughly 2.5 years. Nancy will be going over the numbers with the contractor him to make sure they are really accurate.

The artisan who was going to repair the stained glass window had a change in life circumstances and won't be able to do it. The grant application to the NH Arts Council will need to be redone.

5. Personnel and Policy Committee: Judy Pellettieri

Judy reviewed the results of the submitted Library Director evaluations. The committee discussed having Nancy do a self-evaluation next year as a way to facilitate goal setting.

6. Programming and Publicity: Judy Pellettieri

Judy reviewed upcoming events that had been previously discussed with the Board. SCORE will be holding four nights of education on business social media tips in October, November and December. Judy discussed teaming with Head Start to have a Title I presenter for parents on how to read to your child.

7. Technology Committee: David Bates

After discussion, the committee voted to request \$1,000 from the Fall Foliage Festival (as authorized by the Board at the September meeting) to pay for the replacement of two chromebooks and two chromeboxes. A tablet and card reader have been purchased to facilitate credit and debit card transactions.

8. Library Director's Report: Nancy Ladd

Nancy reviewed library statistics with the Board. The new interlibrary loan system is up and running. Nancy reviewed the calendar of upcoming events.

The Board discussed setting up a committee next year to focus on issues and work surrounding the festival and the book sale.

Meeting adjourned 8:54 PM.

Next meeting to be held on Tuesday, November 19, 2019 at 7:00 PM.

Respectfully Submitted,

David Bates,
Recording Secretary