

**Pillsbury Free Library
Board of Trustees Meeting**

PFLTrusteeMinutes 2021-07-20Final

Tuesday, June 15, 2021 FINAL

Roll Call.

Members Present: Chair: Teresa Hathaway, Michael Simon, Sherry Colfer, Dana Myskowski, Nathan Kendrick, Ralph Parsons, Heather Otten, Judy Pellettieri

Library Director: Nancy

Ladd. Members Absent: Tom

Heise Visitors: None

Meeting started at 6:34 p.m.

Announcements: Chair stated that this is our first in person meeting as the NH State of Emergency order has expired. We will be exploring a hybrid meeting system going forward.

I. Recording Secretary's Report:

The report was reviewed and two edits were made.

Under Building and Grounds: The Town Meeting did approve our Capital Reserve Fund Warrant of \$47,000 as the next installment for the HVAC system.

Under Director's Report: Change spelling to Hybrid.

Motion to accept the minutes as amended: Michael, Second: Nathan

Accepted Unanimously

II. Treasurer's Report/ Finance Committee Report:

Ralph reported that \$743.41 was raised from the book and plant sale.

Fines and fees are down. Income budget exceeds what was budgeted.

Donations will be voted on with Trustees every month at board meetings.

Once donations are accepted, the money may be spent.

Motion that the board accept \$1,612.41 in donations and grants. Ralph, Second: Nathan

Accepted Unanimously

We will be voting in July to accept donations that came in for the month of June.

Summer grant that Sue applied for was approved.

Motion to accept Treasurer's Report: Michael, Second: Terry

Accepted Unanimously

III. Corresponding Secretary's Report: Dana reviewed thank you notes that were sent to various people for donations.

IV. Programs and Publicity Committee: Review of upcoming Pet Poses, Water Testing Workshop and Button Up Workshop. Meals-in-a- jar is being considered as a children's activity.

V. Building and Grounds Committee:

There was no meeting this month. Nancy gave an update about the floor refinishing and has contacted the HVAC engineering company to get one more quote and any updates, in order to prepare for possible grant applications.

VI. Technology Committee:

Michael shared that the committee has reviewed preparation for the grant to purchase speakers, tents, and supplies. They also reviewed goals for the Master Plan. Nancy bought replacement boards for the sign as well as ink and paper for the summer program and newsletter printing.

VII. Personnel and Policy Committee:

A sample statement about reopening was shared. It stated that out of consideration for everyone, masks are still required. Online and curb services will still be provided. It will note that it has been approved by the Library Board of Trustees and will be dated. The staff's standard answer for mask and vaccine questions is: The reason we have protocols that we know work, is to protect you and us from anyone who may be carrying the virus, whether they know it or not.

VIII. Director's Report:

Nancy reviewed statistics and data for the past month. Book Drop contents will be removed after one day. New cards are being issued. The newsletter remains popular. Six families came to the first out-door story time. The new tent has arrived. Floor refinishing is in progress. It should be finished by June 19. Many classes from Simonds School have visited the library and received summer brochures.

IX. Other Business:

Sign to be put on library door was shared, stating that masks are still required out of consideration for everyone. There will be different entry and exit doors. Air conditioning system problems continue.

New Business:

Thursday, June 24 and/or Saturday, June 26, volunteer help will be needed to put the library back in order. Several Trustees offered to be door attendants the first week of reopening.

Motion to adjourn: Ralph, Second: Heather
Unanimous approval.

Meeting adjourned at 7:43 p.m.
Next meeting: Tuesday, July 20, 2021, at 6:30

p.m. Respectfully Submitted,

Judy Pellettieri,
Recording Secretary