

PFLTrusteeMinutes2021-08-17FINAL

Pillsbury Free Library Board of Trustees Meeting FINAL Tuesday, August 17, 2021

Members Present: Chair, Teresa Hathaway, Michael Simon, Sherry Colfer, Dana Myskowski, Heather Otten, Judy Pellettieri, Tom Heise, Library Director, Nancy Ladd.

Members Absent: Ralph Parsons, Nathan Kendrick

Meeting started at 6:35 p.m.

I. Recording Secretary's Report:

The minutes of July 20 were reviewed.

Motion to accept the minutes as amended: Terry, Second, Dana

Accepted Unanimously

II. Corresponding Secretary's Report:

No thank you notes were reported at this time. More notes are coming, including to Pellettieri Associates for the donated planter, the manager at Guitar Center in Portsmouth, and people who helped with moving book shelves, furniture etc. Also, thank you notes will be sent to the organizations that donated gifts for pets entered in the Pet Poses event.

III. Treasurer's Report/ Finance Committee Report:

Nancy reviewed the financial report. We have received a check from State Library for the ARPA grant for \$1,322. Chrome books and licenses have been ordered from WFFF funds. Sand bags have been purchased for tents. \$16,684.37 from Redington Fund will be put into a 3 year CD at Sugar River Bank.

Michael made a motion that \$16,684.37 be put into a 3 year CD at Sugar River Bank. Heather seconded. Accepted Unanimously.

Air conditioner was repaired. Heat ducts need to be cleaned. All grant money received so far this year has been spent. Nancy shared the NH Charitable Foundation has a grant to be used for library technology in rural areas. The Technology Committee will be asked to help with the application. Budget updates and Budget versus Actual spread sheets were reviewed.

Motion to accept Treasurer's Report:

Michael, Second, Judy

Accepted Unanimously

Terry shared that the Town of Warner library budget presentations are scheduled for October 28. Other dates for presentations and reviews were shared, October through May, culminating with the Town Meeting on March 9th.

IV. Programs and Publicity Committee:

Review of July minutes from committee, covering Pet Poses, and update on donations. The Water Testing Workshop will be held on September 29 at 6:30. Details of the water testing were shared. The Button Up Workshop will be held next year. Meals-in-a-jar will be pursued as a children's activity, perhaps held as an after school activity. Sue has applied for the Storywalk grant. Future ideas include workshops for adults on invasive species, and a tour of Warner gardens.

V. Personnel and Policy Committee:

The evaluation form for the library director was reviewed, with a new, compacted format. Evaluations will be distributed at the September Board Meeting, with a return date of October 6. The mask policy and procedures were shared.

VI. Technology Committee:

Michael shared that the committee has researched computer pods or booths to provide a private workspace for patrons. This could be part of a joint grant application with other libraries. There is an October 1 deadline for the grant.

VII. Director's Report:

Nancy reviewed statistics and data for the past month. PFL is the 12th highest user of e-magazines in the state. Currently, children's activities are being held outdoors under the tent.

VIII. New Business:

There was a question about which trustees can sign Nancy's timesheet.

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

Meeting adjourned at 8:33 p.m.

Next meeting: Tuesday, September 21, 2021, at 6:30 p.m.

Respectfully Submitted,

Judy Pellettieri,
Recording Secretary