

**Pillsbury Free Library
Board of Trustees Meeting
FINAL
Tuesday, September 21, 2021**

Members Present: Chair: Teresa Hathaway, Michael Simon, Sherry Colfer, Judy Pellettieri, Tom Heise, Ralph Parsons, Nathan Kendrick, (Heather Otten joined the meeting at 7:00)
Library Director: Nancy Ladd.

Members Absent: Dana Myskowski,

Meeting started at 6:34 p.m.

Terry said we will interrupt the meeting at 7:00 to hold a public hearing on a donation of \$5000 in accordance with RSA NH 202-A: 4-c.

I. Recording Secretary's Report:

The minutes of August 17 were reviewed.

Motion to accept the minutes by Judy, Second: Michael

Accepted Unanimously

II. Corresponding Secretary's Report:

All organizations that donated to gift bags for Pet Poses have been thanked.

Additionally, thank you notes were sent to people who gave gifts, made donations and helped with library tasks.

III. Treasurer's Report/ Finance Committee Report:

Ralph reviewed the Budget vs. Actual report, with a question for the accountant about how to record the Redington Trust.

There was a motion to accept donations for the month of August, 2021, totaling \$220.

Motion: Ralph, Second Nathan.

Accepted Unanimously.

The second Annual Appeal letter was reviewed, noting the projects that were funded by the past year's donations. Edits were made.

At 7:00 the public hearing began. Terry called the public hearing to order. The Pillsbury Free Library received a donation of \$5000, and the hearing was held in accordance with RSA NH 202-A: 4-c. Terry reviewed the rules for public input. As there were no members of the public present the Public Hearing was closed and the Board resumes its normal public meeting.

Ralph shared details of contacts made to the donors and read a letter that will be sent to them. Trustees edited the letter and then agreed to provide feedback to Ralph who will send the completed letter to Trustees by email. Ralph made a motion to accept the private donation of \$5000. Seconded by Tom.

Accepted Unanimously.

Terry made a motion to accept the Financial Report, seconded by Tom.
Accepted Unanimously.

III. Programs and Publicity

Review of August committee minutes covering Pet Poses. The Water Testing Workshop, Meals-in-a-jar plans, and Story Walk grant were updated. There were plans made to hold the library book sale, even though the FFF is canceled. There was a suggestion to hold a future program exploring Women's Rights.

IV. Personnel and Policy Committee:

Terry distributed the revised Performance Evaluation of the Library Director and envelopes for trustees to return their evaluations. Library Director goals were shared. A draft of the policy for use of the meeting room was reviewed. Edits were made.

V. Building and Grounds:

Sherry shared that projects, both inside and outside the library, need to be worked on, as well as naming the two grants that they are interested in.

VI. Technology:

There was a discussion about the ARPA and Rural Library Technology grants. The pods for individual privacy spaces were reviewed. The cost would be \$11,998 for 2 pods and \$300 for incidental installation costs.

Michael moved that the Pillsbury Free Library apply for 2 pods for a total of \$12,298. Nathan seconded.

Accepted Unanimously.

Michael made a motion that the Pillsbury Free Library apply for a \$10,000 grant to The New Hampshire Charitable Foundation Rural Technology Grant. Heather seconded. Accepted Unanimously.

VII. Director's Report:

Nancy reviewed statistics and data for the past month. She shared plans for the upcoming book fair. The Children's Library activities were reviewed, as well as plans for the Well Water Testing Workshop.

VIII. New Business:

Ralph stated that the draft budget would be shared with Trustees at next month's meeting.

Motion to adjourn: Terry, Second: Heather
Accepted Unanimously.

Meeting adjourned at 8:44 p.m.

Next meeting: Tuesday, October 19, 2021, at 6:30 p.m.

Respectfully Submitted,

Judy Pellettieri,
Recording Secretary