

Pillsbury Free Library, Warner, NH
Board of Trustees

FINAL
Trustee Monthly Board Meeting
May 17, 2022

Call to order: 6:35 pm.

Attendance: Chair: Michael Simon, Judith Pellettieri, Mike Brown, Ralph Parsons, Sherry Colfer and Teresa Hathaway

Library Director: Nancy Ladd

Absent: Heather Otten, Dana Myskowski, Nathan Kendrick

Minutes from April 19, 2022 Monthly Board Meeting – reviewed – several corrections noted in RED on the original Draft.

Motion to accepted the April 2022 Minutes: Judy Second: Sherry Minutes Accepted

Correspondence Report: None

Financial report: Ralph

Donations from April 14 to May 10 totaling \$1,239.43 as listed on the attached Donations report:

Motion to accept Donations of \$1,239.43 with the condition that the donation under “Other” of \$75.00 be used by the Children’s Librarian: Terry Second: Sherry Accepted unanimously

Ralph briefly reviewed the other Financial reports:

- Under Expenses – the Facilities line is higher then projected due to the emergency work on the Elevator
- The Bookkeeper Ryan Poirier has decided that he does need to come into the Library twice a month
- The Treasurer and Finance Committee are keeping track of the slight differences in interest rates for our accounts with an eye to moving funds if it makes financial sense.
- Discussion on retirement included that any employee who works over 33 hours is eligible for NH retirement. 14% of that employee’s yearly salary would be paid into the retirement account. The Town is waiting on the Department of Labor on how to move forward on this issue.

Motion to Accept the Treasurers Report: Judy Second: Sherry Accepted unanimously

Personnel and Policy

- Terry reported that the Committee has been working on the Request of Reconsideration Policy. Due to some of the revisions made this month the Committee did not feel that the Policy was ready for Board review.
- The Policy on Adopting New Policies and Reviewing and Amending Existing Policies was presented for its 2nd read before the Board
The Board decided to remove item 3.c. as it was redundant.
Motion to accept the Policy as amended: Judy 2nd: Sherry Approved unanimously
- The Committee had a discussion about the need for having a lawyer. Terry had reported that at the NHLTA conference it was mentioned several times that libraries should be prepared for if/when a lawyer might be needed. Some libraries put funds aside each year is a contingency fund.
- Terry will look back through our minutes to see when the Fiscal Investment Policy was last reviewed and accepted.

Building and Grounds

- Sherry reported that a contractor has looked at the gutters and will be submitting a proposal for repair and sturdier supports.
- We have a quote for \$5,000 to do all the little and big painting projects. The director is asking for a break out of costs.
- Tom Baye the Warner Building Inspector will help coordinate the HVAC project.

Programming

- The April 27 “A Walk Back in Time: The Secrets of Cellar Holes.” program had 70 sign ups and about 50 attendees. This was the last of the PFL Humanities To Go series for Winter Spring 2022.
- The Invasive Species Talk and Walk found an impressive number of invasive species
- The Programming committee would like to concentrate programming around Resiliency. Workshops could focus on survival and living skills, climate change, drought, recycling, etc “Use It Up, Wear It Out, Make It Do or Do Without!”

Technology Committee

- Om Pods are now due for delivery May 31st. Help will be needed on Saturday May 28th to prepare the area for the Pod installation. (removing 2 desk, etc) The Director will let us know when.
- The board used the new projector that was mounted on the ceiling above the secretary’s head.
- The committee is focusing on rewriting the goals into an easier format to use.
- D. Watts spent 4 hours setting up 3 computers and resetting the old computers, wiping their memories so they can be given away.

Director’s Report

- The children’s Play “Baba Yaga” was attended by 125, raised \$166 and 132 items for the Food Pantry, and the bake sale brought in \$251 for the Library
- Sue will be off in early June. The Summer Reading Program begins July 6th.

The Library will/may hold a book sale on June 4th the same day as the Indian Museum will be holding a plant sale. This timing has worked well in the past. Volunteers will be needed to set up tents, move tables and books and work the sale. The Friends group can help with the sale but not with the heavy lifting.

Motion to adjourn: Terry 2nd: Ralph Approved unanimously

Meeting Adjourned at: 8:05 pm

Next meeting will be: June 21, 2022 at 6:30 pm

Respectfully Submitted:

Teresa Hathaway

Reviewed, several spelling and grammar changes made on June 21, 2022. Accepted by voice vote as FINAL TH