

Pillsbury Free Library, Warner, NH  
Board of Trustees

Trustee Monthly Board Meeting  
June 21, 2022

**Call to order:** 6:34 pm.

**Attendance:** Chair: Michael Simon, Dana Myskowski, Judith Pellettieri, Mike Brown, Nathan Kendrick, Ralph Parsons, Sherry Colfer and Teresa Hathaway

Library Director: Nancy Ladd

Absent: Heather Otten

Michael announced that former Trustee Tom Heise is now officially an Alternate Trustee. He will soon be included on all PFL Trustee group emails and is invited to attend all meetings and work on any committees he might wish. Sitting Trustees need to let Michael and/or Dana know if they are not going to be able to attend a meeting in time for Tom to be contacted.

**Minutes from May 17, 2022 Monthly Board Meeting**

Reviewed with spelling and grammar errors corrected. Changes to the original copy of the Draft minutes are annotated in red.

Motion to accept the May 17, 2022 minutes as amended: Nathan 2<sup>nd</sup>: Ralph approved unanimously

**Correspondence Report:** Heather was not present to make a report. Nancy stated that there hasn't been much correspondence needed. She is working on thank you's for those who helped with the mini book sale.

**Treasurer's Report**

Budget: Nathan presented the Budget and Capital Expenditures budgets and reported that the budget is in line with projected expenditures.

In the past month donations have included \$291 from book sales, \$27 from the overdues jar and \$15 from the sale of Circle of Friends note cards, for a total of \$333.00

Motion to accept the donations of \$333: Nathan 2<sup>nd</sup>: Dana Accepted unanimously

Bookkeeper – Nancy has reported that she has found some errors that needed to be corrected and hopes that this will not be an issue as the bookkeeper becomes more familiar with the Library's system.

We are still waiting for paperwork regarding Sue's retirement fund.

Investment Policy was presented for a 1<sup>st</sup> read. There were no changes to last year's approved policy. There was a very short discussion of looking at the policy in more depth next year and including mention of the relevant RSA's. The policy will be presented for the 2<sup>nd</sup> read and approval at the next Trustees monthly meeting.

Motion to accept the Treasurer's Report: Ralph 2<sup>nd</sup>: Terry approved unanimously

Ralph left the meeting at this point.

## **Personnel**

Terry mentioned that personnel evaluation season is fast approaching.

## **Policy**

Terry presented the Policy on Reconsideration of Library Resources and Programs for a 1<sup>st</sup> read by the full Board of Trustees. Many of the changes had to do with changes from “Materials” to the more inclusive “Library Resources” and adding “Programs.” The Policy will be presented for a 2<sup>nd</sup> read and vote for acceptance at the next Board Meeting.

Attached to this policy is the “Request for Reconsideration Form.” There were a couple of slight wording changes and a more lengthy discussion about the status of filing as an “individual” or “on behalf of an organization.” The State Library and ALA have been tracking this type of information for years. In many cases an organization will ask their members to remove specific titles or subjects from libraries. The Policy Committee and other Trustees will be considering various wording for this part of the form or if it is needed at all.

## Changes

From: To what in the resource to you object? To: What do you object to in this resource, and why?  
From: What do you find good about the resource? To: What do you find good or of value in this resource?

The 2<sup>nd</sup> read with any changes will be at the next board meeting. If there are substantial changes the voting might be postponed to a later meeting.

The Policy Committee will not be meeting in July 2022.

## **Programs and Publicity**

Judy reported that the Programs Committee will not be meeting in July and August.

The Committee is excited to be working on programming for, or in support of the 3Rs. Reduce, Reuse, and Recycle. Some ideas listed were: adulting classes on specific skills, such as gardening, car repairs, and quilting; gathering information about how recycled items are used, such as plastic milk jugs to make furniture or plastic bags to make asphalt, and putting signs by the Recycle Center bins with this information .

Nancy has a section of the newsletter with fun ideas for the 3Rs.

Nancy has confirmed a date for a Button-Up Workshop for Sept 21<sup>st</sup> at 6:30 with Andy Duncan which is provided by Plymouth Area Renewal Energy Initiative, with funding through NH Saves.

## **Building and Grounds**

Sherry briefly mentioned the many projects and their status.  
The Committee is working on their vision and goals.

## **Technology**

This committee is also working on goals. They are attempting to trim down the wording and include reasonable timelines and priorities. The top priority will be to rebuild or update the website. \$3,000

has been spent on Staff computers and Nancy is working on the public computers and the Charitable Funds orders.

Nancy also reported that TDS email was down yet again for a couple of days. This happens too often for an “information organization.”

### **Director’s report**

Trend in new cards is still up (14 for this month as of the 20<sup>th</sup>).

Gutters and HVAC projects are waiting on contractor visits and other actions. This is a very busy time for contractors so we may have to wait until 2023 to get the project started.

Sue will be reading a book at the Pride Picnic event in Warner on June 25<sup>th</sup>.

### **New Business**

Michael brought up the idea of the Board not meeting in July.

Motion that the Library Board of Trustees NOT meet in July 2022: Terry 2<sup>nd</sup>: Judy  
unanimously approved

Motion to adjourn: Terry 2<sup>nd</sup>: Judy Unanimously approved

Meeting Adjourned at: 7:45 pm  
next meeting will be Aug 16<sup>th</sup> at 6:30 pm

Respectfully submitted by Teresa Hathaway

Approved as amended Aug 16, 2022 TH