

Pillsbury Free Library, Warner, NH
Board of Trustees

DRAFT
Trustee Monthly Board Meeting
August 16, 2022

Call to order: 6:35 pm.

Attendance: Chair: Michael Simon, Dana Myskowski, Mike Brown, Nathan Kendrick, Ralph Parsons, Sherry Colfer, Teresa Hathaway, and Tom Heise

Library Director: Nancy Ladd

Absent: Heather Otten, Judith Pellettieri

Michael selected Alternate Trustee, Tom Heise to fill in for Heather Otten, for this meeting Tom has all discussion and voting rights

Minutes from June 21, 2022 Monthly Board Meeting

- Reviewed with spelling and punctuation errors corrected

Motion to accept the June 21, 2022 minutes as amended: Ralph 2nd: Nathan approved unanimously

Correspondence Report:

-Nancy listed a few donations received that have or will have thank you notes sent;

--donation to the Children's room and summer program

-- donation in honor of the Chair's birthday

-- Pletcher Bequest

--An acknowledgment of receipt has been sent to the law office

--Once the bequest has been officially accepted the Chair will send a letter to the family

Treasurer's Report

-Donations: Due to no Trustee meeting in July the Board combined July and Aug donations

Motion to accept \$70 donations from June 15 – Aug 9th: Nathan. 2nd : Mike B. Accepted

-The Board will hold a Public Hearing at the beginning of the Sept Trustee Meeting on the Pletcher Bequest and will accept the funds during the regular meeting

-Rebecca Stockbridge is the new Bookkeeper working 5-6 hours per month

-- Nathan and Nancy are pleased with her work

-2nd Read of the Investment Policy

Motion to approved the Investment Policy as written: Nathan 2nd :Mike Approved

Motion to approved the Treasurer's Report: Ralph 2nd : Nathan Approved

Building and Grounds Committee

- Sherry briefed on the status of some of the important but smaller projects, such as the fixing the outside faucets, tile and gutter projects

- Nancy briefed the Trustees on the status of the HVAC project. Currently waiting for more information from Paradigm and the suggested change to 4 electrical heat pump units

--Pros – if one fails there are still 3 more working

--Cons – 4 units could mean more maintenance

Programming Committee no meetings in June and July

Technology Committee

- Nathan is polishing up the draft of the Technology goals for the committee's Sept meeting

Personnel and Policy Committee

Policy: 2nd read of Policy on Reconsideration of Library Resources and Request for Reconsideration Form

- additional changes were made to the Request form
- more changes were made and some suggestions were given to the committee for other changes to be made to the Policy
- changes will be made to the documents, and will be brought to the Board in September for the 3rd and final read and approval

Personnel:

- Evaluation forms for the Director will be handed out at the September meeting
- Only one minor change to the wording from last year
- Date for the completion and return of the forms is Oct 5th for the Committee to consolidate
- Committee will present the consolidation to the board at the Oct meeting

Director's report

- Nancy presented both June and July statistics and event timelines
- Sue and the Library received favorable comments on Library's support of Warner Pride Day
- One negative comment was received through email on one of the 2 Pride Month book displays
- Children's Summer Reading Program ends Aug 17, 2022 with a Celebration of Achievement and family picnic pot luck
- The Library will be partnering with Warner Energy Commission and Warner Connects to present an energy program Button Up in Sept

Motion to adjourn: Terry 2nd: Ralph Unanimously approved

Meeting Adjourned at: 8:25 pm
next meeting will be Sept 20th at 6:30 pm

Respectfully submitted by Teresa Hathaway

Reviewed and accepted as final Sept 15, 2022 TH