

Call to order: 6:32 pm.

Attendance: Chair: Michael Simon, Dana Myskowski, Judith Pellettieri, Nathan Kendrick, Ralph Parsons, Sherry Colfer, Teresa Hathaway, Mike Brown Absent; Heather Otten
Library Director: Nancy Ladd

Chair Notes: Michael explained that due to the snow storm and postponement of the Town elections and Town Meeting the 3 Trustees whose terms where to expire as of Mar 14th have been extended to Mar 28th.

Minutes from Feb 21, 2023 Monthly Board Meeting

Motion to accept the Feb 21, 2023 minutes as amended: Terry 2nd: Judy Accepted unanimously

Correspondence Report: There were a few recurring online donations. There was a quick question on Thank Yous for recurring monthly donations.

Treasurer's Report

- **Donations:** Donations from Feb 16 to Mar 14 totaled, \$602.24

Motion to accept \$602.24 in donations: Nathan 2nd Mike B. Accepted unanimously

- **Budget:** Nathan did a quick review of the Financial Statements.

--A question was raised as to the percentage of the total budget that is for personnel.

--Answer: about 80%

Motion to accept the Treasurer's Report: Ralph 2nd: Judy Accepted unanimously

Personnel and Policy

-Personnel

Casey Milender started with a one day overlap and initial training with Ella C. It's been a busy couple of weeks for her with the snow storm and delay of the Interlibrary Loan drop off.

- Policy

- **Policies and the Website:** Terry reported that when looking at the Policies in preparation for moving them to the new website it was determined that we needed a new naming convention for the Policies. Short to the point names will make it easier for Users to find the policy they are looking for.

For Example one of our file names is PFLPolicyfortheUseofLibraryEquipment.

This could be shortened in the list to Equipment, or Equipment, Use of, or Equipment, Check Out And In-House use.

-Policy on the Use of Library Equipment 2nd Presentation

The Committee started work on updating and revising this policy in Oct 2022. It was presented to the Board for a 1st read in Nov 2022. However with holidays, other more pressing issues, mistakes etc we are finally presenting this for the 2nd time.

- Terry started going through some of the Board requested changes from the first presentation. Several more were suggested, until Dana suggested the board send this back to committee.

Motion to send the Equipment Policy back to Committee: Dana 2nd: Mike
5 Yes, 2 Opposed, 1 Abstain Majority rules Motion Approved

NH Municipal Association How to Handle a First Amendment Audit March 30th at noon.

Terry and Dana have signed up for the Webinar How to Handle a First Amendment Audit and Mike B. has been considering it. Terry would like to set up her computer and login to the Webnair in the Frank Maria Meeting Room and invite Trustees and possibly staff to attend. We can post this as a special training meeting.

United for Libraries/ ALA has monthly webinars for Trustees, many of them on policies. If the NHMA webinar works for use in the meeting room Terry will offer to set up for more of these.

Programs Judy briefed on the success of several previous programs and on upcoming programs.

- The program on Ticks and Lyme disease, was very well attended and received. This program was in-person and not on ZOOM. The talk was more about Tick Ecology and how the diseases developed over time. This program will be repeated.

- Nancy has requested permission to show a movie on the Disease itself.

- The Do-it-Yourself Day has been move again to Saturday June 3rd at 10:00 am. This is the same day as the Book Sale.

Motion: to make \$300 available for the Circle of Friends (COF) to use for advertising and refreshments for the Artist and Author event: Terry 2nd Mike B

Vote 1 abstained, 7 In Favor, Motion Approved

--Michael S. presented the COF request but due to possible conflict of interest he stated he would not be voting on this item.

-- Nancy mentioned the COF will be hosting 3 tables full of items at the April Flea Market where all the proceeds go to the Library.

--Judy talked about the COF needing a refresh as they are tired of only doing fund raisers, making cookies, decorating, and helping out at events. Since they started taking part in planning events like this one they are happier.

--Since the last Board meeting the Artist and Authors line up has changed to Dana Myskowski, Denise Green, Mimi Wiggins and Ian Rogers.

Technology

- Nathan briefly showed the main page of the new webpage. More work to come.

- Dana and Terry are working on getting preliminary quotes for professional help on getting the website set up and polished.

Director's Report

- There are still issues with the WiFi and HVAC communicating and with computers and other devices having intermittent access.

- Charlotte's Web rehearsals are continuing for performance day of May 6th. Price of admission is "something for the Food Bank".

- Flea Market is Saturday April 8th. Nancy will let us know what day we will be moving the tables and setting up the halls. This might be Thursday 2-5. Break down and clean up will be on Saturday after 2:00pm.

Motion to Adjourn: Judy 2nd: Ralph

Meeting adjourned 8:05 pm

Next meeting will be April 18, 2023 and 6:30 pm

Mike repeated his farewells to our 3 Trustees who will be/are leaving the Board officially on Mar 28th.