

**Newbury Public Library
Newbury, NH
Library Board of Trustees Meeting Minutes**

Date: February 12, 2019

Type of Meeting: Business meeting

Present: Patricia Sherman, Ken Tentarelli, Regina Cockerill, Lisa Correa, Lea McBain, Lynne Tuohy

Members of the public: Helen Wright

Call to Order: The meeting was called to order at 3:37pm

Minutes

A motion was made (Lynne), seconded (Pat) and passed by unanimous vote to accept the minutes of the January 7 meeting and the February 9 meeting corrected to reflect the proper spelling of intern Kaden.

Report of the Treasurer

A motion was made (Ken), seconded (Pat) and passed by unanimous vote to accept \$68.26 in unanticipated income.

Expenses for the month of January were basically in line with projections. The large percentage expenditure for postage is because the entire annual fee was paid during January. The telephone bill will be about \$41 per month which is lower than projected because Internet service is no longer included in the telephone charges. DSL service from Consolidated Communications was discontinued now that fiber service is being provided via TDS Telecom.

A motion was made (Lynne), seconded (Pat) and passed by unanimous vote to accept the Treasurer's report as presented.

Report of the Library Director

All statistics show favorable trends in 2019 compared to 2018. The statistic for patron visits may be misleading because automatic counters are now being used. Their counts may be more accurate in general but need some manual correction for patrons who leave and return to the library. Good trend data will be possible in the future by comparing 2019 and 2020 data.

A shelf of books akin to a Little Library has been installed at the Sunapee Ski Area lodge. A sign is posted to show that books are provided by the Newbury Library. Book marks and schedules of library events are also available. The books provided are surplus books obtained by donation, not books that are part of the library collection. Thus far about five books per

week have been taken by readers. It is hoped that readers may also learn to deposit books on the shelf in the future to help replenish the supply.

A library volunteer has proposed adding shelves in front of the bay windows to hold audio books. The Trustees support having additional shelf space for audio books, but they do not want shelves built such that they obscure the windows for reasons of both aesthetics and safety.

The hot water heater that serves the bathroom and the 'kitchen' sink has failed. The plumber who originally installed the system has been unresponsive to calls. Lea will reach out to other plumbers in the area.

Library Policies

Changes to sections 3.10, 4.1, 6.3, and 6.4 following discussion with the Town Counsel were discussed and some revisions were made. Regina will submit the revised document to the Town Administrator for his review.

Planning Board

The Trustees acknowledged requests received from the Planning Board and will comply with the requests in due course.

Town Meeting

Lea will create a schedule of future library activities. The Trustees will distribute the schedule at Town Meeting for the purpose of making more townspeople aware of library programs and events.

Talking Points / Visioning Session

A meeting will be held at 3:30pm on Monday March 4 to generate talking points for the library expansion and to create specific actions for items recommended at the visioning session.

Next Meetings

The next business meetings will be held on Monday March 11 at 3:30pm and Monday April 8 at 3:30pm

A motion was made (Pat), seconded (Regina) and passed by unanimous vote to adjourn at 5:38pm.

Respectfully submitted Kenneth Tentarelli