

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

**Date:** October 7, 2019

**Type of Meeting:** Business meeting

**Attendees**

**Trustees:** Patricia Sherman, Regina Cockerill, Lynne Tuohy

**Alternate Trustees:** Jeanne Palleiko, Ken Tentarelli

**Library Staff:** Lea McBain, Laura Pezone

Call to Order: The meeting was called to order at 3:33pm

Minutes

A motion was made (Patricia), seconded (Jeanne) and passed by unanimous vote to accept the minutes of the September 9 and September 18 meetings.

Report of the Treasurer

Expenses at the 75% point in the year are below projected levels except for the supplies and acquisitions . Those items are within a few percent of projections and Pat feels they can be managed during the remainder of the year

A motion was made (Lynne), seconded (Patricia) and passed by unanimous vote to accept \$208.00 in unanticipated income.

Lea reported that there is an opportunity to purchase a virtual reality headset at a cost of \$400. She believes that new technology such as VR might attract new patrons to the library. She is investigating what other equipment is needed to work with the headset.

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

Report of the Library Director

All tracked statistics of library usage except checkouts show year-over-year increases as of the end of September. Jeanne offered to analyze checkout data for trends and insights into the decline.

Three candidates were interviewed for the position of children's librarian. Lea and Laura recommend hiring one of those candidates. Lea distributed copies of the candidate's resume and application letter. A motion was made (Jeanne), seconded (Pat) and passed by unanimous vote to authorize Lea and Laura to offer the position of children's librarian to the

candidate subject to her passing a criminal background check and providing favorable references.

Lea presented the proposed 2020 library budget to the Town Administrator who will deliver it to the Select Board.

The President and Secretary of the Friends have announced that they will not continue in those positions after the current (September 2019- September 2020) year. Thus far there are no candidates to fill those positions.

A motion was made (Lynne), seconded (Patricia) and passed by unanimous vote to accept the report of the Library Director as presented.

#### Policies Review Plan

Lea is reviewing the Patron Behavior Policy to determine what updates are needed. She will bring a draft copy of the proposed revision to the next meeting.

#### Foundation Report

- + A pledge of \$5000 has been obtained from LeValleys.
- + A pledge of \$1000 has been obtained from Chadwick Funeral homes.
- + Northcape Design has agreed to give a portion of the proceeds from their duck drop event at Mount Sunapee to the Foundation starting next year.
- + Vail resorts is considering making a pledge of \$5000 to the Foundation. They offered to host an event such as a silent auction with proceeds going to the Foundation, but currently the Foundation does not have enough volunteers to organize such an event. Lynne offered to help with that project.

#### Input to CIP

Regina requested that the CIP committee revise their estimate of the amount of public funds that will be needed for the library expansion to reflect the reality of the Foundation's ability to procure pledges. After some discussion, they agreed to consider revised input at the next Planning Board meeting.

A motion was made (Patricia), seconded (Lynne) and passed by unanimous vote to adjourn at 4:53 pm.

Respectfully submitted Kenneth Tentarelli

#### Next Meeting

*A special budget meeting will be held on Wednesday September 18 at 4:15 pm*

*The next business meeting will be held on Monday October 7 at 3:30pm*