

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

Date: January 6, 2020

Type of Meeting: Business meeting

Attendees

Library Staff: Lea McBain

Trustees: Jeanne Palleiko, Helen Wright

Voting Alternate Trustees: Ken Tentarelli

Call to Order: The meeting was called to order at 3:48pm

Minutes

A motion was made (Jeanne), seconded (Helen) and passed by unanimous vote to accept the minutes of the December 9, 2019 meeting.

Report of the Treasurer

Lea reported on behalf of the Treasurer that end of year 2019 data is not yet available and will be presented at the next meeting.

Report of the Library Director

Lea distributed copies of the Director's report. Included in the report was a reminder that Trustee input to the annual town report must be submitted by January 13. Ken will send an email to Lynne to remind her of the date.

Lea determined that the panic button cannot function whenever the telephone or fax machine is in use. She would like to have a second phone line installed to ensure that the panic button is always operable. She will discuss with the Treasurer whether funds are available for a second phone line.

A motion was made (Ken), seconded (Helen) and passed by unanimous vote to accept the Director's report.

Warrant Article

On January 21 the Select Board will address the warrant article submitted to them by the Trustees. Trustees are requested to attend that meeting.

Lynne has written an article for the Intertown Record to inform the public about the upcoming warrant article. The Intertown Record has not yet published the material that Lynne submitted.

Trustee Positions

Jeanne knows someone who may be interested in serving as a Trustee. She will discuss the possibility with the person.

Helen will ask the Town Administrator about plans to advertise for volunteers to fill open positions on Town committees. If the Town will be advertising positions, the Trustees will decide at the next meeting whether to take advantage of that opportunity.

Foundation Report

Lea reported that the presentation to Bar Harbor bank went well, although they are not expected to deliver funds to support the expansion until the Town votes to completely fund the project. Bar Harbor bank officials also implied that they may be willing to support other library projects.

Policies

A revised draft of the Behavior Policy will be available for discussion at the next meeting.

All Town Department heads met at the Joint Loss Management Committee meeting where they discussed creating a unified approach to disaster management. The first step taken by the group was to share emergency contacts between the departments. At future meetings they will work toward the creation of a unified disaster plan.

New Business

Jeanne asked what constraints exist on meeting with voters and posting materials pertaining to the forthcoming warrant article. Consensus was that she should contact the Town Administrator to request a definitive answer from the Town attorney.

A motion was made (Helen), seconded (Ken) and passed by unanimous vote to adjourn at 4:35 pm.

Respectfully submitted Kenneth Tentarelli