

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

**Date:** March 8, 2021

**Type of Meeting:** Business meeting posted for public attendance and conducted by video conference

**Attendees**

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

**Trustees:** Jeanne Palleiko, Patricia Sherman, Helen Wright, Elizabeth Courant, Lynne Tuohy

**Non-voting Alternate Trustee:** Ken Tentarelli

Call to Order: The meeting was called to order at 3:34pm

Meeting Minutes

A motion was made (Lynne), seconded (Jeanne) to accept minutes of the February meeting subject to correcting the spelling of Katheryn Holmes' name. Ken, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

Director's report

Patrons are pleased that the library is now open again. Patrons are following the covid procedures without incident.

The library is partnering with NBC and the Center Meeting House to create welcome bags for new residents.

Laura and Pete are working on labeling adult fiction books to make series more visible on the shelves and in the catalog.

Laura has received grants to procure picture books for children that can inspire them to learn more about immigrants.

At Nancy's direction, teenagers have knitted more than 60 hats that will be donated to needy students.

The second bond hearing will be held on March 29.

The NH Municipal Association has advised the town that current elected officials, including library trustees, must stay in office until the 2021 town meeting which will be held in Newbury in May. Newly elected officials will take office at that time.

Lea believes that the outside of the library is not being cleaned properly. She recommends hiring an outside person to do the cleaning.

The Select Board is amenable to a Memorandum of Understanding with the trustees. Patricia will write a draft proposal.

A motion was made (Lynne), seconded (Helen) to set the following dates for trustee meetings: April 7, May 5, June 9, July 7, August 11, September 8, October 6, November 10, December 8. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

### Treasurer's Report

Approximately \$1900 that should be available from the trust funds have not yet been received. Patricia will ask Deb Prussman to facilitate the release of the funds.

A motion was made (Lynne) and seconded (Helen) to appoint Jeanne as interim treasurer. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote

A motion was made (Lynne), seconded (Jeanne) to accept \$453.66 in unanticipated income. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

A motion was made (Lynne), seconded (Helen) to accept the treasurer's report as distributed. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

### Library Policy Updates

New policies were written covering Telescope Lending Policy and Social Media. The Internet Access and Computer Use policy was updated. A form was added as an appendix to the Collections and Reconsiderations Policy.

Lea will find out whether the telescope will be included under our existing insurance coverage.

A motion was made (Lynne) and seconded (Patricia) to approve the new and updated policies. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

### Library Expansion Support by Police Chief

Lynne reported that Chief Wheeler will speak in support of the library expansion warrant at the town meeting. Dick Wright is also preparing to speak in favor of the article. The library staff will seek other supporters, especially teens, to speak at the meeting.

### Ron Lamarre Departure

Patricia reported that Chris Drobat, president of Lavalley Brensinger, said that the company will do whatever the trustees need in light of Ron Lemarre's departure and that Ron can be made available to do a presentation at the May town meeting. Lisa Pecora will be taking over as project manager for the library expansion.

There was considerable discussion as to whether Ron, Lisa, or someone else should do the presentation. Ultimately, it was agreed that Patricia, Lea, and Lynne will conference with Chris to seek his opinion on who would be the best person to do the presentation. If Chris suggests Lisa, the trustees will hold a video conference with Lisa to discuss her appropriateness.

A motion was made (Jeanne) and seconded (Lynne) to pay \$2500 for creation of the walk-through video. Lynne, Helen, Jeanne, and Patricia voted in favor and Elizabeth voted against by roll call vote. Elizabeth gave her view that no additional money should be paid to Lavalle Brensinger until we learn their level of support going forward. A motion was then made (Lynne) and seconded (Patricia) to rescind the previous motion and to table discussion of payment for the video. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

Patricia raised concern that construction prices have risen approximately ten percent in recent months which could make it difficult for Milestone Engineering to meet its guaranteed maximum price (GMP). She pointed out the the GMP was given assuming that the warrant article would pass at a town meeting in March, but due to covid, the town meeting is delayed until May. Patricia will get exact cost increases from Frank Lemay of Milestone Engineering.

Elizabeth proposed that covid relief funds might be available to both the Town of Newbury and to Milestone Engineering to offset the rise in construction prices incurred due to the delayed warrant article vote.

#### Foundation Report

A total of \$472,336.75 has been raised in donations and pledges thus far.

The brochure describing the building expansion is at Echo Communications awaiting final approval. Several suggestions were made for changes to the brochure wording.

At 5:43 pm a motion was made (Lynne), seconded (Jeanne) to adjourn. Helen, Lynne, Jeanne, Elizabeth, and Patricia voted in favor of the motion by roll call vote.

Respectfully submitted, Kenneth Tentarelli