

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

Date: April 7, 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, Betsy Courant, Lynne Tuohy

Non-voting Alternate Trustee: Ken Tentarelli

Member of the Public: Eric Boyer

Call to Order: The meeting was called to order at 5:01pm

Meeting Minutes

A motion was made (Lynne), seconded (Patricia) to accept minutes of the March 8 and March 24 meetings. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

Treasurer's Report

Expenses to date amount to 22.92% of the annual budget which is reasonable at the 25% point of the year. Expenses for heating were higher in March than February because two bills were received in March.

A motion was made (Patricia), seconded (Lynne) to accept \$121.66 in unanticipated income. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

Jeanne modified the Treasurer's report format to show the town portion of the library budget explicitly. She would like to include the amount expended by the Friends so that the Treasurer's report would include all expenses incurred in operating the library. To that end, Helen proposed that a joint meeting be held with the Friends. A motion was made (Patricia), seconded (Helen) and approved by unanimous roll call vote to request that the Friends join the Trustees in a meeting at their (the Friends) convenience.

A motion was made (Lynne), seconded (Helen) and approved by unanimous roll call vote to accept the Treasurer's report as presented.

Director's report

Lea asked that Trustees complete the survey from the NH Library Association.

Jeanne and Lea will be interviewed by Yankee Cable Network.

The town's insurance company was not certain whether the telescope will be covered. Lea will seek a ruling from the town attorney.

The Friends have decided not to run a book sale on Memorial Day. They are uncertain whether they will run a sale during Old Home Day.

Lea would like to purchase one or two air purifiers. Their cost is \$200 - \$300 each. See suggests purchasing one unit and evaluating its performance before possibly purchasing a second unit. A motion was made (Lynne), seconded (Jeanne) and approved by unanimous roll call vote to purchase an air purifier with a maximum cost of approximately \$300.

Lea intends to purchase three plastic Adirondack chairs to encourage patrons to use the library's outdoor space.

Community Meeting

Patricia recommended that Chris and Lisa of Lavalee Brensinger Architects be invited to attend meeting.

After considerable discussion it was decided that the meeting will consist of presentation not to exceed 15 minutes followed by a question and answer session. The presentation format will be

1. Reason for the expansion - Lynne
 - a. Historic process
 - b. Cost to upgrade ageing systems/materials is expansion is not done
2. Vision for the future - Lynne
3. Walk through video - Lea
4. Finances - Jeanne
5. Q/A session - Lynne to moderate

Those involved with the presentation will hold a meeting on April 15 at 5 pm outdoors if weather permits to finalize the program. Lea will distribute copies of the talking points created in 2019.

Building cost escalation

Patricia will speak with the town manager and Milestone engineering to determine whether funds are available to offset cost increases due to covid. Betsy pointed out that the cost increases are due to the postponement of town meeting from March to May since the price obtained from Milestone engineering was based on the project being approved in March.

Payment for video

A motion was made (Jeanne), seconded (Lynne) and approved by unanimous vote to authorize payment of \$2500 for the video.

A motion was made (Lynne), seconded (Patricia) and approved by unanimous roll call vote to specify that the payment be made from library funds, not town funds.

Director's report

A motion was made (Lynne), seconded (Patricia) and approved by unanimous roll call vote to accept the Director's report.

Memorandum of Understanding

No changes were recommended to the letter that Patricia drafted as a memorandum of understanding between the Select Board and the Library. A motion was made (Patricia), seconded (Lynne) and passed by unanimous roll call vote to have the letter sent to the Select Board and request that they discuss and act on the letter at their next meeting.

Foundation Report

A total of \$476,716.75 has been raised in donations and pledges thus far.

A grant request has been filed with Mascoma Bank. They will act on the request in approximately ten weeks.

Jeanne has phone numbers of voters who she intends call to encourage them to vote in favor of the warrant article. Betsy volunteered to help make phone calls.

Jeanne intends to campaign on behalf of the expansion project at the transfer station in advance of town meeting.

Betsy, Jeanne, and Eric volunteered to drive people to the town meeting. Lea will announce this in a library newsletter, on Facebook, and via a poster at Newbury Heights.

Per Laura's suggestion, Betsy volunteered to be available at the library to answer patron questions about the expansion project.

Old Home Day

A motion was made (Lynne), seconded (Jeanne), and passed by unanimous roll call vote to close the library on Old Home Day for traffic and other reasons.

At 6:47 pm a motion was made (Jeanne), seconded (Lynne) to adjourn. Helen, Lynne, Jeanne, Elizabeth, and Patricia voted in favor of the motion by roll call vote.

Respectfully submitted, Kenneth Tentarelli