

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

**Date:** December 7, 2020

**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 3:37pm

Meeting Minutes

A motion was made (Jeanne), seconded (Patricia) to accept minutes of the November 9 meeting as distributed. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

Treasurers Report

Only cleaning, and advertising are above line item levels. Total expenditures are currently approximately \$44,000 below budget level.

Lynne suggested and Lea agree to reduce cleaning to once per week while the library is closed to patrons. It is estimated that the library will re-open to patrons in mid-January so 3-6 weeks of savings will be realized.

A motion was made (Lynne), seconded (Jeanne) to accept \$206.76 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 (Jeanne) to accept the treasurer's report as distributed. Patricia, Jeanne, Elizabeth, Helen and Lynne voted in favor of the motion by roll call vote.

Directors report

Hoopla is very popular among patrons with 40-50 patrons using the service each month. This results in a monthly cost of about \$110.

Program kits are being provided for both children and adults.

Lea commended the staff for exceptional performance during the pandemic. Patricia suggested that the trustees send thank you cards to staff members.

The state and town are considering options for conducting the March 2021 town meeting.

The Friends will hold a virtual meeting on Tuesday December 9 to finalize their 2021 budget.

The library has joined the Kearsarge Area Chamber of Commerce. Lea is serving as the Newbury liaison.

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

### Year 2021 meeting dates

Trustee meeting dates for the first four months of the year were set as January 11, February 8, March 8, and April 5. Dates for the remainder of the year will be set at the April meeting.

An additional trustee meeting may be held in January to plan for the town meeting presentation.

Town meeting will be held on Wednesday March 10.

### Library Policies

Helen spoke with Katrinka Pellicchia, President of the New Hampshire Library Trustee Assocation, who agreed that action taken by the Newbury Library Trustees to prohibit campaigning and sales at the library by outside organizations.

The policy subcommittee expects to meet later this month.

### Foundation Report

\$330,653.83 has been received in pledges and cash toward the building expansion. The full amount of \$25,000 has been donated which satisfies the matching grant threshold, so the grant amount of an additional \$25,000 is forthcoming.

Mascoma bank declined to provide a grant this year due to a large number of grant applicants. Jeanne expects to submit another application in 2021.

Jeanne believes the Foundation will be able to raise \$400,000. If that amount is raised, the bond issue amount will be \$1.2 million. ( \$1.2 million = \$1.8 million building cost - \$200,00 approved by the town in 2020 - \$400,000 donations to Foundation.)

### New Business

Lea spoke with the Town Administrator about the possibility of creating a welcome package for new town residents.

At 4:43 pm a motion was made (Patricia), seconded (Jeanne) to adjourn. Helen, Lynne, Jeanne, Elizabeth, and Patricia voted in favor of the motion by roll call vote.

Respectfully submitted, Kenneth Tentarelli