

Newbury Public Library
Newbury NH
Library Board of Trustees Meeting Minutes

Date: August 11, 2021

Type of Meeting: Business meeting

Attendees:

Library Staff: Lea McBain, Laura Pezone

Trustees: Eric Boyer, Jeanne Palleiko, Helen Wright, Betsy Courant (Lynne Tuohy absent)

Alternate Trustee: Patricia Sherman, Ken Tentarelli

Members of the Public: none

Call to Order: Eric Boyer called the meeting to order at 5:00 p.m.

Meeting Minutes:

A motion was made by Jeanne Palleiko, and seconded by Patricia, and passed by unanimous vote to accept the minutes of the July 7, 2021 meeting.

Recap of Aug 2 Selectboard meeting

Jeanne said it was almost a non-event. The letter was presented and the three Selectboard members agreed to support the Library expansion project at the March 2022 town meeting. Discussion as to whether Lynne should meet with Chief Wheeler as to what his needs are. Betsy suggested that she would reach out to Lynne relative to contacting Chief Wheeler.

Treasurer's Report

Jeanne didn't receive the July financial reports from the Town office until August 9. Jeanne mentioned that there was a discrepancy with the email address. In the future, Diane will forward the reports directly to Jeanne. The email address on the library website is not being monitored and Lea will look into it.

Jeanne was able to get a CD from BHBT for \$5,000 at .45% interest.

Cleaning expense was up because of window washing. Miscellaneous charge can be interest, something small, etc. Laura thought the understanding was that the money from the book sale was going to the Friends. Jeanne recorded it in the treasurer's report, the Friends want the money to go directly to them. Lea mentioned that we have policies relative to the Friends and fund raisers and she will send a copy to Jeanne. Jeanne will write a check to the Friends for the book sale money.

Ken asked about areas in the budget that were substantially under budget. Some areas will be less than was budgeted but they will probably spend on technology and building repair (hvac). It is anticipated that heating costs will increase. Eversource rates are expected to rise. Motion made by Eric to accept unanticipated income and seconded by Betsy, all in favor. Motion made by Eric to accept Treasurer's report and seconded by Betsy, all in favor.

Librarian's Report

Library usage Statistics look good, recovering from last year. Overdrive usage not what was anticipated, but Hoopla is making up the difference. Good programs this month. The library added Online Public Access Computer (OPAC) catalog for public searching. The library received an ARPA Grant from Federal government for \$1242 which will be used to fund the Hoopla subscription through next April. Laura is now the treasurer of the READS board, a division of the NH Library Assoc. Lea said they would like to purchase a second circulation computer to create a second workstation, and place it nearby. The Friends group had a good response for new members. Two new names were Jacky Nelson, Alicia Forghet (possible chairperson). Jeanne suggested that we be mindful about Alternate Trustee positions. In her opinion, an Alternate Trustee is not a comfortable place to be for those who have not been former Trustees for many reasons. The water treatment system needs to be replaced. The current water is acidic. The tank lining is eroding and starting to show rust. We replaced the tank in March of 2020. Patricia will call Second Wind who will test the water and put in a system to resolve the problem. We should get it priced and then talk to Dennis.

Discussion of Budget for 2022. Patricia concerned about salaries for next year. We have a new person which will be in addition to last year. Concern about COLA increases. 2021 COLA rate was 1.3%. Lea requested that the board review her budget numbers. Lea also mentioned that a question was raised at town meeting about what the cost is to run the library building. Patricia said that the expansion would cost less per sq. ft to run the building. Lea will contact Lisa at the architectural firm. Motion was made by Eric to approve the Librarian's report and seconded by Jeanne. All in favor.

Pandemic Policy

Question was raised if there were any revisions. Do we keep our current mask policies in place. After discussion, the current Pandemic Policy will remain the same and will be reviewed again next month.

Program Policy Review

NH HB2 Critical Race Theory issue. It was recommended that we have a sound program policy and have a Request for Reconsideration Form that an individual may submit. Discussion ensued relative to First Amendment Audits and how the library staff should handle it. Lea said she is revising and reviewing our policies. We will do a full review of our program policy policies next month.

Foundation Report

No foundation report and no income. Discussion relative to what is our next step moving forward. Possibly a "Save the Date" notice relative to 2022 Town meeting. Should we consider a voter list to call by phone, gather email information. Patricia suggested that we should have two fund raising campaigns a year with a message promoting the library. Jeanne has been having difficulty getting phone numbers and email addresses to communicate information to the public.

Mike Moss Memorial

The library will dedicate a bookshelf/collection/space and money for board books with a plaque in his honor. Ken made a motion to spend up to \$200 for Board books and a plaque in memory of Mike Moss. Jeanne seconded and all in favor. Patricia will purchase a sympathy card to send to Jane Moss from the Trustees.

Library Profile Piece from Eric

Eric proposed that we do one profile piece to include all of the library staff. Eric will contact the Lake Sunapee Neighbors to see about publishing our profile. He will also contact Pam Bryk about an article in the Newbury Times.

New Business

None

Input from the Public

None.

Motion made by Ken to adjourn and seconded by Eric, all in favor. Meeting adjourned at 6:55 pm.

Respectfully submit,

Helen Wright, Secretary