

# TOWN OF NEWBURY



NEWBURY PUBLIC LIBRARY  
Tel. (603) 763-5803

NEW HAMPSHIRE  
INCORPORATED 1778

P.O. Box 245  
NEWBURY 03255

## MINUTES OF TRUSTEE MEETING: 5/9/23

### PRESENT:

#### TRUSTEES

Lynne Touhy

Eric Boyer

Todd Maily

Paul Sullivan

Elizabeth Courant

#### ALTERNATES

Pat Sherman

Jeanne Palleiko

#### STAFF

Lea McBain

Meeting started at 5:01pm

1. Approval of the minutes of the 4/18 trustee meeting, as amended. Lynne moves, Todd seconds, unanimous.
2. Trustee Betsy Courant addressed the concerns expressed at the previous meeting about her inability to attend some meetings due to constraints from her job. Trustees explained that with the time-sensitive needs of library expansion it will be imperative that timely notes are produced for meetings, and Betsy agreed that having a different person as secretary for the board was the best decision.
3. Motion to move the start of the 6/6 Trustee meeting to 5:15 pm. Lynne moves, Paul seconds, unanimous.
4. Discussion of future meeting dates. The following dates were chosen:
  - Tuesday 7/18
  - Tuesday 8/15
  - Tuesday 9/12
  - Tuesday 10/10
  - Tuesday 11/14
  - Tuesday 12/12

5. Librarian Report – Discussed moving emails over to Town when they switch domain to .gov, discussed potential size and location for a mural in the new building.

6. Patron Borrowing Privileges Policy

- Non-Resident Use: discussed potential revision to policy regarding who is eligible for free borrowing privileges. Betsy moves, Lynne seconds a motion to amend this policy. The amended policy will be: “Newbury property owners, students in the Kearsarge Regional School District, Kearsarge District homeschool families, and employees of Newbury businesses are all entitled to free borrowing privileges.” Unanimous approval.
- Fee-For-Use: Trustees compared our fees to surround libraries, and discussed:
  - i. Historical trends in revenue from fees.
  - ii. Newbury fees in relation to size of town’s population.
  - iii. Issue of non-resident utilization of e-books.

After discussion the board determined by unanimous agreement that the current fee-for-use policy is appropriate.

- Registration: Betsy moves, Lynne seconds a motion to amend the section of this policy dealing with Children under the age of 18. The amended policy will be “Children under the age of 18 will be included as allowed users under their parents’ borrowing privileges. No borrowing privileges will be given to children under the age of 18.”

7. Treasurer’s Report –

- Paul moves to accept \$114.11 in unanticipated income. Betsy seconds, unanimous.
- Eric moves to have Jeanne Palleiko serve as unpaid bookkeeper with no check signing authority. Paul Sullivan will retain Treasurer title, and Todd Maily will have check signing authority. Lynne seconds, unanimous.

8. Expansion Report – Patricia discussed potential changes and changes required by the code with architects. The board will have new drawings by May 15. Discussed potential dates for groundbreaking ceremony.
9. Foundation Report – Jeanne Palleiko presented fundraising figures from the Casino Charity Partnership and the \$25,000 match. Board discussed fundraising opportunities with the upcoming NH Gives campaign, and Jeanne updated the board on grants that she has applied for.
10. Public Comment – Request by Ken Tentarelli for the board to discuss how they will disseminate information about expansion to the public. Board agrees to publish updates on website and send updates via the library newsletter.

Meeting adjourned at: 6:31 pm

Minutes submitted by Eric Boyer