

TOWN OF NEWBURY



NEWBURY PUBLIC LIBRARY
Tel. (603) 763-5803

NEW HAMPSHIRE
INCORPORATED 1778

P.O. Box 245
NEWBURY 03255

MINUTES OF TRUSTEE MEETING: 3/20/24

PRESENT:

TRUSTEES

Lynne Tuohy
Eric Boyer
Todd Mailly
Paul Sullivan
Jeanne Palleiko

ALTERNATES

STAFF

Lea McBain

Meeting started at 5:10 pm

1. Approval of the minutes of the 2/13/24 trustee meeting, Lynne moved, Paul seconds, unanimous
2. Election of Officers – slate nominated by Lynne, seconded by Todd, unanimous
 - i. Paul Sullivan as Chair
 - ii. Lynne Tuohy as Vice-Chair
 - iii. Eric Boyer as Secretary
 - iv. Jeanne Palleiko as Treasurer
3. Motion to appoint Deb Prussman as part-time bookkeeper, Jeanne seconds, unanimous
4. Librarian's report -

- i. Lea noted the large increase in demand for digital content, particularly Overdrive. While increased interest is welcome, this increased demand for digital books will lead to increased cost.
 - 1. State library would like the library to look into issues of patrons having cards at multiple libraries and those who do not live in Newbury – is a policy limiting these patrons’ access to digital content needed?
 - 2. Newbury library has about 31 active non-resident cards, 32 active summer resident cards, and 44 active cards from Bradford residents.
 - 3. Lea has not yet drafted a policy, but is consulting policies at other institutions.

5. Report from Treasurer –

- i. Approval of 99.38 of unanticipated income, Eric moves, Lynne seconds, unanimous.
- ii. Jeanne moved that we have Paul Sullivan, Lynne Tuohy, and Jeanne Palleiko as signators on the Bar Harbor Library account and remove Patricia Sherman as a signator on the account. Lynne seconds, unanimous.
- iii. Jeanne moved that we give Deb Pressman online-only access to the Bar Harbor library account, Lynne seconds, unanimous.

6. Foundation Report – Total pledges and donations are slightly over \$695,000.

7. Construction update -

- i. We are very close to the work being done for the addition – by the end of March most of this work will be done. Plans are underway for doing work in the existing building. Shelving will

be delivered on 27th of this month, with plans for installation of shelving on the 29th.

- ii. Carpets and flooring are installed, Cabinetry is coming in, most of it will be in by the end of March.
- iii. Jeanne discussed options for a plaque to recognize donors and plaques for named rooms in the library.

8. Discussion/Vote on Ethics Statement – Eric moved that we adopt the NH Library Trustee Association Code of Ethics as the Newbury Library Board of Trustee Code of Ethics. Todd seconds, unanimous.

9. Public Input at Discretion of the Chair

- i. Carrie Sullivan discussed donations made by the Friends of the Library to both the Newbury Library Foundation and the new children's room.
- ii. Jeanne Palleiko announced that she is now the assistant treasurer of the NHLTA.

10. New Business -

- i. Hearing to accept the \$8,000 gift from Carl Eric Unger will take place during the April 10 Trustee meeting.
- ii. Lynne moved that Sharon Stockel and Patricia Sherman be appointed as alternates, Eric seconds, unanimous.

11. Lynne moved that the board go into closed session pursuant to 91-A: 3 (II) (b), Jeanne seconds. Lynne Tuohy yes, Jeanne Palleiko yes, Eric Boyer yes, Paul Sullivan yes, Todd Maily yes. Board enters closed session at 6:45 pm.

12. Motion by Lynne to seal minutes of closed session, Eric seconds. Lynne Tuohy yes, Todd Maily yes, Jeanne Palleiko yes, Eric Boyer yes, Paul Sullivan yes. Public meeting resumes at 6:55, Lynne moves that we hire Lauren Cable as student intern, Eric seconds, unanimous.

13. Motion to adjourn by Lynne, Eric seconds, unanimous.

Meeting adjourned at 7:13 pm

Minutes submitted by Eric Boyer