



**Minutes of the Library Board of Trustees  
May 17, 2022**

**Present:** Marti Wolf, Barbara Ballou, Betsy Whitman, Melissa Harvey, Robin Winslow, Jennifer Allocca, Dick Backus and Dick Jardine.

**Review and approve prior minutes:**

The minutes for the April meeting were unanimously approved by the Board.

**Treasurer reports:**

- Jennifer reported the good financial status of the Library, despite propane expenses. There are concerns with the over-budget IT infrastructure and maintenance lines, which should resolve over the course of the year. The Treasurer reports were approved by the Board.
- The town Recreation Department made a donation of \$300 for use of the library facilities for yoga classes. The Board approved the donation.

**Acting Assistant Director's report:**

- Allison has announced her resignation from her position with the Library.
- Summer plans for youth programs are on track, and many donations have been made to motivate children's participation.
- We will be sharing the Whalemobile with the Goffstown library which will result in a saving of \$100.
- Barbara has obtained a number of collection and reconsideration policies from other libraries and will review them to develop our own policies.
- The new computers for the Library are in the building but are not all installed. Jennifer will follow up with Alan Treadwell to schedule the completion of the installation
- Mary Kennedy expressed an interest in obtaining one of the old discarded computers and there was no objection.
- The Library day at the Farmer's Market is June 18th from 10 to 1.

**Library Director search committee update:**

Three applicants responded to the posting for the Director position, two of whom were selected for interviews. After in person interviews, reference checks and further evaluation of our needs, the Search Committee was unable to recommend hiring either candidate. The Board agreed to continue the search.

**Human resources report:**

The manual drafted by the contractor is currently under review by a subcommittee consisting of Kate, Marti, and Dick Jardine. The subcommittee has met to discuss the draft and Kate is coordinating changes with the contractor.

**Permaculture presentation:**

The permaculture presentation had a great turnout (58 people) and provided ample information about local plants. The posters posted in adjacent towns proved effective, as about a third of the participants were from out of town.

**Library bookkeeper and handyman search update:**

- Jennifer provided a draft of an advertisement for the position. The ad will be placed on Facebook and the Library newsletter initially.
- Barbara will talk with Don requesting that he prepare a list of his duties (job description). Jennifer will generate an initial list from time sheets Don has submitted. Betsy will talk with Dan Garrity to discuss his interest in the position.

**Photo & Frame and social gathering:**

Jennifer will ask Gail Parker about an appropriate photograph. Kate may host the gathering, so a date will be coordinated with her.

**Friends report:**

The Antiques Appraisal Night earned between \$800 and \$900 for the Friends and was an enjoyable evening. Graham Pendlebury installed a stone table for the Bea Peirce memorial. The Friends are also planning to produce a 2023 community phone book. A book sale is being planned for the fall.

**Facilities report:**

The water sample was taken yesterday. The window shades in the community room are not functioning and Dick Backus will contact Goedecke.

**New Business:**

- Marti mentioned a nationwide grant sponsored by ALA that, while interesting, is not a good fit for the library at this time. The identification and pursuit of grants in support of the Library's strategic plan should be a topic for our strategic planning discussion.
- Jennifer proposed that there is potential for the Library to host additional community education (e.g., computer classes, tai chi, mah jongg, etc.). Planning for soliciting instructors and topics is ongoing under the supervision of the Library's Adult Services Coordinator.

The Board meeting adjourned at 8:12 p.m.

**The next meeting will be June 21, 2022 at 7 p.m.**

Respectfully submitted,

A handwritten signature in cursive script that reads "Richard J. Jardine". The ink is dark and the handwriting is fluid.

Dick Jardine