



Whipple Free Library

There's Always Another Chapter

Minutes of the Library Board of Trustees

January 22nd, 2025

Present: Kerri Kelley, Susan Hansen, Christa Snyder, John Fladd, Michael Constance, Jennifer Allocca, Jacob Fields, and Tanya Ricker (Library Director)

Jake Fields arrived at 7:35pm

Meeting called to order at 7:00 pm by Kerri Kelley, Chair.

Recurring Business:

- **Minutes: Susan**

- December 16th minutes reviewed. Motion to accept the minutes by Jennifer. Motion seconded by John. Vote unanimous.
- December 16th non-public minutes reviewed. Motion to accept the minutes by Christa. Motion seconded by Jennifer. Vote unanimous.
- December 30th minutes reviewed. An amendment was made regarding the sprinklers. The sprinklers do not need a repair, instead, additional testing was requested. Motion to accept the minutes as amended by John & Christa seconded. Vote unanimous.

- **Treasurer's report: Jennifer**

- Treasurer's Report reviewed. Motion to accept the Treasurer's Report by Michael. Motion seconded by Christa. Vote unanimous.

- **Library Director's Report: Tanya**

- AV system is being installed next Wednesday & Thursday.
- The library staff is currently working on 5 different grants. One grant is for the community room that would make the room more handicap accessible. In addition, the staff is seeking funding to purchase a new projector screen.
- The Dollar General Summer Reading Program Grant is open. With the summer reading theme being gardening this year, the hope is to start a community garden.
- The genrefying of the children's room went well. It took a little longer than planned but it is finished. Overall there has been a lot of positive feedback.
- With the new Assabet online reservation system, the Meeting Room Policy is no longer up to date and needs to be revisited.

- The proposal for the solar purchase agreement is near complete with Knollwood Energy. Jennifer made a motion to authorize Tanya to sign the agreement. Michael seconded the motion. All trustees in favor.
 - Water fill station: Jake got 3 quotes for the installation of the new water filling station. Susan made a motion for AJ LeBlanc Heating to install the water filling station from unanticipated funds for \$1174.03. Jennifer seconded. All trustees in favor.
 - Outdoor Sign: Tanya got three quotes for the replacement of the outdoor library sign. The Fire department will move the granite posts from the old sign in the spring. John made a motion to purchase a double sided sign from Clark Roberge for the amount of \$6500 using a combination of Memorial Funds, Friends money & unanticipated funds. Jennifer seconded. All trustees in favor.
 - The new heat pumps have increased the electric bill astronomically. Tanya is going to investigate how to adjust the heat pumps to hopefully lower the electric bill.
 - A new time system will be implemented by the town soon to track staff hours.
- **Friends Report: Susan**
 - Candy and Teri will no longer be Friends liaisons to the Trustees. Susan will report between the two groups as the Friends liaison for the Trustees.
 - Auction planning has begun.
 - The Friends would like to help find a way to create a community calendar so that town events don't conflict with each other.
 - **Facilities Maintenance: Jake**
 - Water testing to be done in February.

New Business:

- March elections. The trustees have 2 open positions and candidates need to file before January 30th.
- HB1214 - Legislators have a bill to create a new RSA that towns can hold a vote to change the role of Library Trustees so that trustees would be an advisory council to the town instead of a separate governing body.
- Jake made the motion to place \$807.28 in capital gains and income payment from the trust income from dividends/capital gains at American Funds Capital Group to the Trustees escrow operating account. Christa seconded the motion. All trustees in favor.

Calendar of Events:

- January 21-30: File for March elections @ Town Hall
- February 17: Trustee meeting at 7:00pm

Motion to adjourn meeting at 8:41pm by Jennifer. Motion seconded by Jake. All trustees in favor.

Respectfully submitted,

Susan Hansen
Secretary