

Pillsbury Free Library, Warner, NH
Board of Trustees

Trustee Monthly Board Meeting
June 20, 2023

Called to order: 6:36 pm.

Attendance in Person: Chair: Michael Simon, Members: Dana Myskowski, Mike Brown, Sherry Colfer, Teresa Hathaway, Jan Gugliotti, Nathan Kendrick arrived at 6:40 and David Elliot arrived at 6:45

Absent: Lois Shea

Library Director: Nancy Ladd

Minutes from May 16th 2023 Monthly Board Meeting

Minutes were reviewed with several spelling and grammar changes made

Motion to accept the April 18th minutes with corrections: Nathan 2nd: Michael
Accepted unanimously

Corresponding Secretary's Report

Sherry reported that she sent out a thank you note to the Cafe for the use of their porch as a return station for water testing samples.

Treasurer's Report

Financial Accounts

Nathan reviewed the reports for Balances, Budget vs Actual, Profit and Loss, and Donations. The Library held a small indoor Book Sale on June 3rd, which brought in donations of \$127.91.

Motion to accept \$127.91 in Donations: Nathan 2nd: Mike B. Accepted unanimously

Motion to accept the Treasurer's Report: Dana 2nd Jan Accepted unanimously

Michael Simon presented for future consideration possible uses for the Pletcher account. Instead of waiting for a large project we could fund some of the smaller projects we have been working on. These include the new website design and the pendant lights in the reading room.

- Nancy mentioned that Warner's Energy Committee is working on Federal Grants which might cover internal lighting. She will get more information from them.

- Jan brought up that before engaging a web designer we should have a Business Requirements Document. The **Technology committee** knows that we need to work out what we want on each page, how we want it laid out etc. Nathan has been working on the design but it is taking a lot of time hid time, partly because we haven't got the website flow programmed. The Library Staff have also begun thinking about and working on what would make the website easy for the patrons to navigate.

Personnel and Policy

Personnel

Dana and Terry have been working on the library pay rate study as an Ad Hoc Committee, but are not yet ready to present to the board.

Policy

The Committee is in the beginning stages of reviewing, updating and revising 4 policies.

Programs and Publicity

This committee did not meet this month and will probably not meet in July.

-**Warner River Writer's Workshop** Had a successful first meeting with 30 people in attendance. Attendees came from Warner, New London, Concord to name a few. David reported that the group covered a wide range of socio-economic, education, and age. A future plan is to connect with a writing group in Wales.

-**Tick and Lyme** program will be hosted in August. Nancy has been able to get permission to show the Quiet Epidemic film for \$100. We need to decide on 3 possible dates.

-**Juneteenth Observance** Terry reported that 20 people attended our first program for Juneteenth National Independence Day.

Building and Grounds

- Sherry reviewed the status of various issues in the Library that have not yet been completely fixed.

-The Committee has begun reviewing the Library's Master plan that is part of the Town's master plan from 2011. The Library has done a lot of the items in that early plan. She asked the Board to think about and make suggestions on what they would like to see in the Master Plan going forward.

-- Federal Grant Requests usually ask if the work requested is in the Master Plan.

Technology see Technology Committee under the Treasurer's report.

Director's Report

- Nancy was concerned that the use of online resources is declining. She thinks that she may need to do programs on the online resources. The other way may be to do recurring articles in the Newsletter on Library resources and services.

- The Newsletter will be published just once a month for the summer. With smaller news notes sent out as needed.

--The Board had a long discussion on the Newsletter that started as a Library Newsletter and is now seen as a Town Newsletter. Question should we bring it back to just a Library Newsletter. The consensus is that the Newsletter as it is, is very time consuming but is an extremely important to the town residents and how they see the Library and its Importance.

- Primex now says we do not need to have appraisals unless an item is worth over \$10,000. All others would be at value at the time of loss. Nancy talked with a Vermont appraiser who said that he does appraisals from pictures and notes from the owner. So if we have pictures and the history as we know it, we could send for an appraisal if lost or destroyed.

Challenged Library Resources – Terry will send out to Board Members our Reconsideration Policy and the Reconsideration Form.

Motion to adjourn: Terry 2nd: Nathan

Approved Unanimously

Meeting Adjourned at: 8:30 PM

Next meeting will be Tuesday July 18th 2023 at 6:30PM

Submitted by Teresa Hathaway