

Pillsbury Free Library, Warner, NH
Board of Trustees

Trustee Monthly Board Meeting
July 18, 2023

Call to order: 6:33 pm.

Attendance: Chair: Michael Simon, Dana Myskowski, Nathan Kendrick, Sherry Colfer, Teresa Hathaway, Mike Brown, Lois Shea

Absent: Jan Gugliotti and David Elliot

Library Director: Nancy Ladd

Minutes from June 20, 2023 Monthly Board Meeting

Motion to accept the June 20, 2023 minutes as amended: Terry 2nd: Lois Accepted unanimously

Treasurer's Report

- Due to recent events at Town Hall there is a possibility that our 2nd half year payment from the Town may be late. Nathan assured the Board that we have the funds to get by until the town issues are resolved.

- **Donations:** The Donations Report was amended a to \$53.97 to rectify one donation that should have been credited to a different month.

Motion to accept \$53.97: Nathan 2nd Mike B. Approved unanimously

- Budget:

--Expenditures: the Finance Committee will be collecting data on the electric bills so that we can compare the new heating and cooling system to previous years.

--On-line banking: Nathan will be meeting with Janet at the Bank to discuss on-line banking. Some of our vendors would like to be able to submit electronic bills and get electronic payments.

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

Personnel and Policy

- Dana brought up the Warner River Writer's Group wanting to have a Facebook page for members to share their writings etc.. in a safe environment, and what this means in regards to our policies. At this point our Social Media Policy is being updated but we don't really have anything in it to cover the various issues. The Leader of the Group is a Board Trustee, but he is leading this group as a private citizen – however as an elected official there is always a perception of being official and representing the Library. Then there could be issues with the "Right to Know" Laws.

-- One option could be to use Google Docs shared only with group members – might be safer

-- Or have an active member of the group be the moderator of the page

--Terry is going to try to get hold of the United for Libraries video on Social Media Policies, and check online for other Libraries that have Online Book Groups (NCW Libraries Washington State)

Programs: next meeting is July 24th

- The Lyme Movie and Talk have been scheduled for Thursday night Sept 14th at 6:00 pm at Town Hall.

- The Claremont NH Librarian is setting up meetings to plan on programs for 2024 and 2025 in observance of the 200th anniversary of Lafayette's Farewell Tour. Terry volunteered to represent PFL

Building and Grounds

- The committee is beginning work on the Master Plan and would like input from the Board members on what they would like to see in regards to the Building.
- One of the committee's thoughts is to make the Library furniture more movable, either with better wheels and/or changing the Big Table in the front room for two smaller tables.
- Nancy reported on the Fire Department alarm over the weekend during our monsoon. Water was coming down through one of the fire alarms. The FD has determined that the smoke alarm is not needed where it is, so doesn't need to be replaced – but the leak still needs to be found and fixed.
- Budget season starts soon and we need to work on requests for Warrant articles.

Technology

- Website
 - Nathan talked with Emma Bates to see if she might be interested in helping and how much she would charge. She said her rate would be \$35 per hour.
 - The individual who did the Richards Free Library would be willing to help – we don't have a cost.
 - Nathan reported on the CIVIC PLUS proposal for migrating our website to their platform, providing training, and web hosting at just under \$5,000 per year.
 - There might be Technology Grants available for Websites.
- At this point we will continue to research our way forward – Nathan will continue to work on Word Press and Terry will continue to create Flow Charts of our information.

Director's Report

- Digital Equity Act (Fed/State) July 27th at 1:00 PM
- Working with Every Library in NH \$20 million over 4 years
- NE Climate Sustainability Virtual meeting Nov 8th
- Banned Books Program - need date for an evening program
- Patrick Bates (son of David Bates) donated funds he raised from sale of postcards

Motion to adjourn the meeting: Terry 2nd Nathan

Meeting Adjourned at 8:23 pm

Next Meeting Sept 19th at 6:30 pm

(No meeting scheduled for August)

Respectfully submitted by Teresa Hathaway