

Pillsbury Free Library, Warner, NH  
Board of Trustees

Trustee Monthly Board Meeting  
Dec 19th, 2023

**Call to order:** 6:30 pm.

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

Absent (notified in advance) Sherry Colfer, David Elliot, Jan Gugliotti

Library Director: Nancy Ladd

**Minutes** from Nov 21, 2023 Monthly Board Meeting

**Motion** to accept the Nov 21, 2023 minutes with one spacing correction: Dana 2<sup>nd</sup>: Nathan  
Accepted unanimously

**Correspondence Report**

Dana will be filling in for the Correspondence Secretary.

**Treasurer's Report**

Budget 2024

Nathan presented the Library Budget for 2024. He is projecting a short fall again this year, but we have funds that can be used to get us through 2024 and 2025 until the next Town Assessment.

- Interest rates are forecasted to be down and our Personnel Insurance payments will be up.
- The Social Security COLA for 2024 is set at 3.2% and the Board will follow suit, except for bringing the Page and Aide salaries up to an even \$16.00.

**Motion:** Motion to use the 3.2 % COLA except for the Page and Aide salaries which will be a bit more to bring them up to \$16 per hour. Nathan 2<sup>nd</sup>: Dana Approved Unanimously

**Motion:** Motion to accept the Budget as presented: Nathan 2<sup>nd</sup>: Dana Accepted Unanimously

Financial Reports

Nathan reviewed the Balance, Profit and Loss, Budget vrs Actual, and Donations reports.

**Motion:** Motion to accept \$1,450 in Donations: Nathan 2<sup>nd</sup>: Mike S. Accepted Unanimously

**Motion** to accept the Treasurer's Report: Terry 2<sup>nd</sup>: Dana Accepted unanimously

**Personnel and Policy**

Policy

- The Gifts and Loans Policy is still being edited and not ready for presentation to the Board.
- The Policy on "Right to Know" and "Non-Public Session's" will be drafted by Mike B. and Dana.
- Our Reconsideration Policy and Request for Reconsideration Form will be tested with a pre-selected book and made up challenge. The Board will then follow the policy and procedures.

Personnel

- Rachel Parsons has removed herself from our substitute list.
- Judith Ackroyd, previous Trustee, Friend and Volunteer is moving to Londonderry. The Board will be sending a going away gift card.

### **Programs and Public Relations:**

- The Writer's Open Mic Night program at the Cafe was a success. There were 16 readers and 35 people attending.
- At Your Library series on genealogy will be held Feb 7<sup>th</sup> and Mar 6<sup>th</sup>

### **Building and Grounds**

- Nancy reported that the Old Heating System is having problems again.
- With the recent heavy rains we had water coming in many places. Nancy thinks that the caulking between the window and wall is failing. There were signs of water in the walls.

### **Technology**

- Nathan built a punch list for the new website and went over it with the committee.
- He is contacting Jeff Bernier for help with the more technical details such as fill-able forms.

### **Director's Report**

- Due to the cost of paper and toner continuing to go up and the use of the copier also increasing Nancy would like to increase the price for a copy from 10 cents to 20 cents for Black and White and from 50 cents to \$1.00 for color copies.

After Discussion of raising the price even more the Board went with Nancy's suggestion.

**Motion:** Motion to change the prices per sheet on the copier from .10 to .20 cents for Black and white and from 50 cents to \$1.00 for color copiers; Mike B. 2<sup>nd</sup> Lois Approved Unanimously

### **NEW BUSINESS**

-Jeanee Hand, a past Library Trustee and Treasurer, had intended to come to this meeting to make a request of the Board. She was not able to attend so Mike S. briefed us on her request.

-Jeanee would like to see some of her family's annual Donations used to put up a Flag Pole on the Library grounds.

- We discussed several concerns about a Flag Pole and logistics of finding a place...
  - How would this affect the Aesthetics of the Library Building?
  - We would need a comprehensive survey of the ground around that Library for existing pipes, lines, etc.
  - Continuing upkeep and maintenance costs of the Pole and Flag, including lighting at night, changing to half mast and other Flag etiquette.
- The land belongs to the town so we would need get their permission or even sign the project over to them.

Motion to adjourn the meeting: Lois 2<sup>nd</sup> Mike B.

Meeting Adjourned at 8:05 pm

Next Meeting Jan 16, 2024 at 6:30 pm

Respectfully Submitted by Teresa Hathaway