

Pillsbury Free Library, Warner, NH
Board of Trustees

Trustee Monthly Board Meeting
Feb 20, 2024

Call to order: 6:33pm.

Attendance: Chair: Michael Simon Members: Dana Myskowski, Nathan Kendrick, Teresa Hathaway, Mike Brown, David Elliott, Jan Gugliotti

Absent: (notified in advance) Lois Shea, Sherry Colfer

Library Director: Nancy Ladd

Guest: Glen Kerkian

Comments from the Chair:

- Thanks to Nathan Kendrick for his service on the Board as Assistant Treasurer, Treasurer and for serving on both the Finance and Technology Committees
- Chair Michael Simon introduced and welcomed our guest Glen Kerkian, who is running for the Library Board of Trustees in the 2024 March elections.

David Elliott and Jan Gugliotti arrived at this point.

Minutes from Jan 30, 2023 Monthly Board Meeting

Motion to accept the Jan 30, 2023 minutes with minor corrections as noted in red on the DRAFT

Motion: Dana 2nd: Mike B

Accepted unanimously

Treasurer’s Report

Nathan reviewed the 4 financial documents, noting that the Library has received the 1st of 2 installments from the Town.

Donations: from Jan 9th to Feb 14th

Annual Fund	\$	775.00
Flea market	\$	234.57
Humanities Council	\$	300.00
Overdues Jar	\$	31.00
Total		<u>\$1,340.57</u>

Motion to accept donations of \$1,340.57 Nathan 2nd Mike B.

Accepted Unanimously

Motion: Motion to accept the Treasurers Report: Terry 2nd: Jan

Accepted Unanimously

-Nancy reviewed our current non-resident policy that charges \$50 per non-resident Family for a Pillsbury Free Library’s Library Card. Coupled with this discussion is the rising prices for use of some of the online services. The State Library has requested that the town libraries not to allow non-residents to use our Kanopy subscription. She asked how the Trustees felt about changing the Policy to raise the price of a non-resident library card from \$50 to \$80 per household.

Motion to change our non-resident policy to raise the price of a non-resident Library Card from \$50 to \$80 per residence: Jan 2nd : Nathan

Approved Unanimously

-The Policy Committee will make the changes to the Non-Resident Policy and bring it before the Board in March.

- Nancy pointed out that the 2024 personnel cost spread sheets were out of date for the number of hours Casey is now working. She is not too worried, as there is always a bit extra included in the budget for unforeseen personnel issues. The Finance Committee and Director will revisit the expenditure status in October.

Programs and Public Relations:

- David spoke about a new group that he is working with called Authors Against Book Banning
- The next Programs meeting will be the first week in March. (date and time TBD)

Building & Grounds See Director's Report

Technology

- Nathan has added the Policies page to the new website. He will continue to work on the website as time allows.

Personnel and Policy

Juneteenth

-Terry presented the "Holidays" page from the PFL Personnel Policy, formalizing the Motion from the January discussion to

Motion: add Juneteenth to the list of Holidays Terry 2nd Dana

The committee continued the discussion - some of the points mentioned;

- This addition will not cost the Library extra personnel costs, at this time the Director is the only Full Time Employee so she will be paid regardless of whether it is a holiday or not.

- It may inconvenience our patrons

- Being closed may act as a "wake up call" to our patrons that this is an important Holiday and a reminder of Black American History

- We can have displays up as usual

- We can schedule programs during other open times or even on the 19th

Motion Approved Unanimously

Gifts and Loans Policy

2nd read (presentation) of the revised Gifts and Loans Policy

As requested at the 1st read; the committee made substantial changes to paragraph I.C.2. Gifts of Financial Assets. The Board decided to make the paragraph even more concise. The final approved Paragraph ended up as: I.C.2. "Gifts of Financial Assets that are not money will be discussed by the Library Board of Trustees."

Motion: To approve the Gifts and Loans Policy as amended: Terry 2nd Jan **Approved Unanimously**

Technology

Director's Report

-A correction to the January minutes was the spelling of the Naloxbox that was donated to the Library from the Capital Area Public Health Network Nancy had checked with the fire department on placement and it is now located next to the AED on the bottom floor.

- Granite State Glass came to measure one of the double glazed windows that was fogged up, needing to be replaced. A few days later she found another window with the same issue. The first

window is now ready but she would like for both to be replaced at the same time. Granite State Glass will come back to measure the second window.

- Heat units needed one more repair visit for tired relay switches

- Ralph Elwell from the Warner's 250th Birthday Committee donated a selfie stick to the Library.

One of the programs calls for pictures being taken at Favorite Places in Warner while holding a 250th sign. Very hard to do without a Selfie Stick.

- Children's Play this year is "Sleepy Hollow" and it is currently in rehearsals. The Kids love the humor in it.

- Town Voting Day March 13th will feature \$\$ value of services (e.g. book calculator) The Director is also looking for volunteers to help man the Library table.

New Business

On Behalf of the Warner Housing Advisory Committee, Dana asked

1. - For the Trustees perspective on important considerations for Warner's approach to housing.

As regards to Housing the Library would like to see new housing be within walk able distance from the library, both for convenience and for sustainability (not having to drive etc).

2. - Recommendations for how to engage the community around the topic of housing.

Canvas the town with professionally designed and printed posters, and provide them to the Library, Town Hall and other businesses and gathering places around town.

Make use of the Library for information, posters & survey boxes. The Library has 150 visitors each week, and our Newsletter reaches 600 emails.

Motion to adjourn the meeting: Nathan 2nd Jan

Meeting Adjourned at 8:35 pm

Next Meeting Mar 19th 2024 at 6:30 pm

Respectfully Submitted by Teresa Hathaway