

Pillsbury Free Library, Warner, NH
Board of Trustees

Trustee Monthly Board Meeting
July 16th, 2024

Call to order: 6:30pm.

Attendance: Vice Chair: Michael Simon Members: Arlon Chaffee, Lois Shea, Mike Brown, Teresa Hathaway,

Absent: Dana Myskowski, David Elliott, Jan Gugliotti

Library Director: Nancy Ladd

Guest: Cassey Green

Minutes from Jun 16th, 2024 Monthly Board Meeting

Motion to accept the Jun 16th, 2024 minutes with minor corrections

Motion: Mike B 2nd: Arlon

Accepted unanimously

Introduction of possible candidates for the Board of Trustees

Michael Simon introduced Cassey Green. She gave us a short Bio and is interested in becoming a member of the Library Board.

Motion: To recommend Cassey Green to the Board of Selectmen as a candidate to fill the vacant Trustee position: Arlon 2nd Mike B Approved Unanimously

There are two other possible candidate but we are still on the hunt for up to 3 alternate Board Members.

Correspondence Lois reported there are still many Memorial Donations Thank You's being sent out.

Finance Report

Treasurer's Report

The Finance Committee is looking at Investment Advisors. Many other Libraries use these services. Nancy has downloaded the online Intuit Quick Books and is learning the program. Benefits of the online programs are that it is easily kept current, she can set the, what and when, of printing reports, and even create new reports.

Mike B reviewed the Budget vrs Actual and Donations Reports. We are still right on track for the year. Current percent of budget expended is 47.95%

Donations: Plant Sale \$20, Book Sale \$65, Special Purpose \$10, Memorials \$ 330 = \$425.00

Motion to accept donations of \$425: Mike B. 2nd Lois Accepted Unanimously

Motion: Motion to accept the Treasurers Report: Lois 2nd: Arlon Accepted Unanimously

Committee

Personnel and Policy

Terry presented the Social Media Policy for its second Read/Review. She asked if there was any discussion or comments. There were none.

Motion: To accept(adopt) the Social Media Policy as written: Terry 2nd Mike B **Adopted**

Library Services Policy The committee has been working on this policy combining 2 existing policies, Who May Use the Library and Availability of Services. We will not have this ready for a First Read

until Sept or Oct. In the meantime the Library staff need to have clarification of what the approved 'limitations' are, to use with nonresidents when they are applying for Library cards.

Motion to adopt the following language regarding LIMITED borrowing privileges:

Limitation of borrowing privileges and access to Library services to all nonresidents include any services that cost the Library on a per use basis, such as, but not limited to:

1. Overdrive e-books, e-magazines, digital audio books, and digital files and materials 2. Kanopy streaming for films and television series 3. Any other additional pay-per-use service that may be offered by the library

Motion: Terry 2nd Lois

Approved Unanimously

Technology

Nathan is working on the final stages of the new website and is almost ready to hand it over. Nathan, Nancy and Dan Watts have been meeting to prepare for the switchover on the server.

The committee is working on the Technology Goals. Terry has become a member of the NHPL Technology Committee to gain knowledge of what is now available and what in coming.

Just Released! PLA Results from the 2023 Technology Survey. There will be a free Zoom session on July 30th at 2 pm EDT.

Director's Report Printed report will be attached to these minutes

Marcia will be back to work on Thursday, the rest of the staff are taking her to lunch on Wednesday.

Summer Reading Program is going well. This week, Kari Allen author of "The Boy Who Loved Maps" came for a visit and the kids made their own maps.

Sue will be away in August

Nancy will be on vacation July 27 – Aug 3.

Labor Day Weekend the Library will be closed on Friday, Saturday, Sunday, and Monday.

Committee Meetings

Building & Grounds Aug 13th at 3:30 pm

Finance No meeting in August, next meeting is Sept 12

Personnel and Policy No meeting in August, next meeting is Sept 10th

Programs Aug 13th at 5:30

Technology no meeting in August, next meeting is Sept 4th at 11:00

Library Board of Trustees No meeting in August, next meeting is Sept 17th at 6:30 pm

New Business

Arlon is looking at an E-Bike Lending Library in New London for possible joint programs in Warner.

Motion to adjourn the meeting: Terry 2nd Lois

Meeting Adjourned at 7:45 pm

Next Meeting Sep 17th 2024 at 6:30 pm

Respectfully Submitted by Teresa Hathaway