

Pillsbury Free Library, Warner, NH
Board of Trustees

Trustee Monthly Board Meeting
Nov 19th, 2024

1. Call to order: 6:30pm.

Attendance: Chair: Dana Myskowski, Members: Michael Simon, Arlon Chaffee, Lois Shea, Mike Brown, Teresa Hathaway, Cassey Greene, Hannah Leigh-Brown and Jan Gugliotti

Library Director: Nancy Ladd

2. Minutes from Sept 17th Monthly Board Meeting

Motion to accept the Sept 17th 2024 minutes with major corrections

Motion: Arlon 2nd: Hannah

Accepted unanimously

3. Minutes from Oct 22nd 2024 Monthly Board Meeting

Motion to accept the Oct 22nd minutes with minor corrections

Motion: Mike B. 2nd Michael Simon

Accepted unanimously

4. Correspondence: When the annual fund donations start coming in, Lois will need assistance writing the thank you cards and addressing the envelopes.

5. Treasurer's Reports:

a. Finance: Mike B reviewed the various reports. Budget vs Actual in 2024 we had more income than budgeted for 3.5%, anticipating being right on track with 72% spent to date.

b. Acceptance of donations of \$363.97: (\$190 from book sales and \$193.97 annual appeal)

Motion to accept donations of \$363,97: Mike B. 2nd Michael S. Accepted Unanimously

Motion to accept the Treasurer's report: Mike B. 2nd Lois Accepted unanimously

c. Annual Appeal update: Appeal letter is at the printers.

d. 2025 Budgeting Process update. The Library is budgeting for a \$14,000 deficit for 2025, which might be more once Salaries and COLA have been discussed and approved by the Board in December.

6. Committee Action Items:

a. Programming and Public Relations Committee

1. Nancy requested approval to purchase a set (15+) of the book A Year Without Garbage. The set can be borrowed by other Libraries for Book Discussion Group use. The Board informally approved the purchase.

2. The committee requests an additional \$1500 be programed in the 2025 budget for additional programs.

b. In December the committee will present for review a survey on what programs the public would like to see.

c. Building and Grounds is continuing to meet with 3 Architect firms to go over quotes. (met with one firm in Nov and will be meeting with the other two in Dec and Jan.)

d. Technology: There was no meeting in Nov.

e. Personnel and Policy: There was no meeting in Nov. Terry brought up the topic of Library Cards and children's ages. This committee will be reviewing the Library Services Policy.

7. Director's Report: see attached Report

- The Friends of the Library will be decorating the library for the holidays on Friday Nov 30 from 10:30 to noon. More volunteers are needed.
- Date to remember: **Volunteer Appreciation Night**, Feb 19th at the Town Hall, 6:30 – 8:00

8. Old Business

b. Trustee (alternates) The Board is in favor of placing an announcement in the newsletter looking for new Trustee alternates.

Motion to adjourn: Arlon 2nd: Jan
Meeting adjourned at 8:30 pm
Next meeting will be Dec 17th at 6:30

All in favor

Respectfully submitted by Teresa Hathaway

December Committee Meetings

Building & Grounds Dec 10th at 10:30 am

Finance Dec 12th

Personnel and Policy Dec 3rd 10:30 am

Programs no mtg in Dec next meeting Is Jan 6th at 5:30

Technology Dec 5th 11:00-noon