

Pillsbury Free Library, Warner, NH
Board of Trustees

Trustee Monthly Board Meeting
DEC 17th, 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. Jan Gugliotti joined via Zoom
Library Director: Nancy Ladd

2. Minutes from Nov 19th Monthly Board Meeting

Motion to accept the Nov 29th 2024 minutes as amended

Motion: Michael S. 2nd: Arlon

Accepted Unanimously

3. Correspondence: Lois and Nancy passed out thank you cards with for Trustees to help write thankyou notes to the Annual Fund Donors.

4. Treasurer's Reports:

a. Finance: Mike B. stated we are ending the year to the good. He reviewed the various reports. The Trustees and Friends raised more donation monies then we budgeted for.

b. Acceptance of donations of \$2,611.04

Motion to accept donations of \$2,611.04: Lois 2nd Michael S. Accepted Unanimously

c. 2025 Budgeting Process update.

We are currently budgeting for a \$18,000 deficit which we have been covering with donated funds or interest from investment accounts. All town funds go for personnel costs, so the library may need to request more funds to cover operational costs.

Budget for 2025: This year's COLA is 2.5%. The Town is using 3.0%. During discussion the Trustees agreed with the 3.0% for the regular employees, but upped the salaries for the two substitutes to \$18.00 per hour.

Motion: To approve the amended salaries to become effective 1 Jan 2025:

Terry 2nd: Lois

Approved Unanimously

Motion: To approve the 2025 Budget as amended: Michael. 2nd: Mike B.

Approved Unanimously

Motion to accept the Treasurer's report: Mike S. 2nd Lois Accepted Unanimously

5. Committee Action Items:

a. Programming and Public Relations Committee

Hannah presented a program survey requesting input from the public on types of programs they would attend as well as when they could attend. A link to the survey will come out this week in the Library Newsletter (12/19/2024)

b. Building and Grounds: Still in the process of meeting with architects and looking for a local architect to help the committee and Trustees with decisions.

c. Technology: There was no meeting in Dec.

d. Personnel and Policy:

Motion: to approve the 2024 Investment Policy: Terry 2nd: Mike B. Approved Unanimously

Child Safety Policy: This committee will begin working on all the policies that mention children and ages.

6. Director’s Report:

Circulation: May be on track for increased yearly circulation, mostly due to digital and online items.

Warner Flea Market: Nancy is looking at April 12th for the Flea Market and April 19th for the Bike Clinic. Nancy will to check with the Town Hall for availability and the Café for use of the lawn.

2025 Holidays: Nancy presented the proposed closed holiday schedule for 2025

New Year’s Day, Jan. 1st

Martin Luther King, Jr. Day Monday Jan 20th

Presidents Day Monday Feb 17th

Memorial Day, Monday May 26th

Juneteenth Thursday June 19th

Independence Day Saturday July 5th

Labor Day Weekend Saturday Aug 30th & Monday Sept 1st

Fall Foliage Festival/ Indigenous People’s Day/Saturday Oct 11 and Monday Oct 13th

Veteran’s Day, Tuesday Nov 11th

Thanksgiving Day, Thursday Nov 27th

Christmas Eve, Wednesday Dec 24th

Christmas Day, Thursday Dec 25th

New Year’s Day, Thursday Jan 1st

Motion: to approve the holiday Calendar as presented: Terry 2nd: Michael S.

Approved unanimously

Trustee Positions: There are 5 position and 4 Trustees up for election in 2025

One 1-yr term, One 2-yr term and Three 3-yr terms

Trustees running for re-election are Mike Brown, Terry Hathaway, Cassey Greene and Hannah-Leigh-Brown. Arlon Chaffee will not be running for re-election, so we need to find someone to run for that 3 year term.

Filing to be on the 2025 ballot is open from Jan 22nd to Jan 31st

7. NEW Business

a. Museum Passes: Dana proposed we look at adding more science and children’s Museum passes. Hannah will add these to the Programs Survey.

We agreed to add a half-year pass to the Boston Aquarium for Jan. 1 to May 31, 2025.

Motion to adjourn: Mike B. 2nd: Arlon

All in favor

Meeting adjourned at 8:35 pm

Next meeting will be Jan 21st at 6:30

Respectfully submitted by Teresa Hathaway