

COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING
Draft Minutes FOR February 12, 2024 – 5:30 PM at the library

- A. Call to order – The meeting was called to order at 5:30 pm by Allie Thompson.

- B. Attendance – Present are: Allie Thompson, Paul Priestman, Evan Henderson, Mary Cronin-Librarian, Betsy Loughran, Kristel Faris, Karl Behr-Select Board Representative. Lew Prilliman is absent.
Sherryl Hitte is present also.

- C. Approval of Minutes
 - 1. January 8, 2024 regular meeting minutes – Evan made a motion to approve, Betsy seconded. APPROVED

- D. Treasurer's Report:
 - 1. January 2024 Financial Report –Paul made a motion to accept, Betsy seconded. ACCEPTED

- E. Correspondence:
 - 1. Trustee Association sent email regarding Trustee 101.

- F. Old Business:
 - 1. ARSL Resilience in New England Libraries Grant: Grant for \$15,000 for installing energy recovery ventilators on the main floor HVAC system was awarded. A public hearing will be held to accept the funds. Library budget will be amended on the floor at town meeting to reflect the grant.
 - 2. Town budget hearing: Was held at the library on Feb. 7 and 8. There were no objections.

- G. Library Director's Report:
 - 1. Programs: See February newsletter for this month's programs. New Family Reading Club for 5- to 6-year-olds was well-attended and everyone had a good time. Amy will hold another session on March 30. There are also clubs for older children.
 - 2. Staff: We will need to hire a Circulation Assistant/staff substitute in the spring.
 - 3. Website: The new website is up and running on our existing URL, <https://tamworthlibrary.org>. The files from the old website have been saved with library archive files.

4. Sustainability Team: A list of existing practices is being compiled, and the team has initiated new book covering practices to reduce the number of plastic book covers.
5. Grant was applied for - \$10,000 for automatic door openers. We will be notified this week.

H. New Business:

1. Northern NH Library Cooperative Annual Meeting will be held on Tuesday, April 9 at 6:00 p.m. at the Madison Library. Ossipee Public Library Trustees will request to join the cooperative. They hope to join in November.

I. Committee Reports:

1. Nominating:
2. Friends of CML: Next board meeting is Mar. 12. Book sale will be held on March 30.
3. Building & Grounds:
4. Personnel:
5. Policy: Review of Job Descriptions is underway. Will meet monthly.
6. Technology: Yubikeys (hardware tokens for multi-factor authentication) have been received thanks to State and Local Cybersecurity Grant Program. Mary Cronin will attend cybersecurity training through this program.
7. Bookmobile Committee: NNHLC Bookmobile Committee will meet next on March 4. No meeting was held in February.
8. Strategic plan, 2023-24 update:
 - a. Address learning loss through literacy building activities: A new reading club for young children has been started. We shared information about meeting spaces and getting books for adult book clubs on the Tamworth Exchange; a community member has scheduled a meeting for people interested in a new book club for February 13 at the library.
 - b. Continue exploring format and accessibility of programs: See Library Journal article on how library programs address loneliness-public health concern
 - c. Engage community through the library's historical resources:
 - d. Enhance outdoor spaces as an extension of the library:
 - e. Work with Northern New Hampshire Library Cooperative libraries to get a regional bookmobile on the road:

J. Public Comment

- K. Adjournment – Kristel made a motion to adjourn at 5:56 pm, Evan seconded. The meeting was adjourned.

Respectfully submitted,
Melissa Donaldson
Recording Secretary

Next Trustees' Meeting: Monday, March 11, 2024, 5:30 PM