

**COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING**  
**Minutes FOR February 13, 2023 – 5:30 PM at the library**

- A. Call to order – The meeting was called to order at 5:30pm by Allie Thompson.
- B. Introductions and Attendance – Present are: Allie Thompson, Evan Henderson, Lew Prillaman, Paul Priestman, Anne Chant ( 5:47 pm), Betsy Loughran, Karl Behr-Select Board Representative, Mary Cronin-Librarian. Kris Rines is absent.
- C. Approval of Minutes
1. January 9, 2023 regular meeting minutes – H2 – annual report – Mary will be adding info. Lew made a motion to approve as amended, Evan seconded. APPROVED
- D. Treasurer's Report:
1. January 2023 Financial Report – Betsy made a motion to accept, Lew seconded. ACCEPTED
  2. Unanticipated funds received

Unrestricted income over budgeted	
Conscience jar donations	17.00
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Total unanticipated	\$17.00

Betsy made a motion to accept, Allie seconded. ACCEPTED
- E. Correspondence:
1. Trust Fund Report: Shared by Robert Seston, Trustee of the Trust Funds. This will be in the town report.
  2. Polly sent a text thanking the Board for the card that was sent.
- F. Old Business:
1. Budget Hearing: Public hearing was held on February 9, including library budget of \$273,011, with \$207,916 from town appropriation. Evan attended.
  2. Car accident: No word yet from town's insurance provider on settlement or the NH DES on spill. Air conditioning units will need to be replaced.
  3. Town email addresses? Does everyone have one that is functional? Call Emily (assessing clerk) to get the phone number to get setup.
- G. Library Director's Report:
1. COVID-19 Pandemic: Still providing masks, but not requiring.

2. Programs: Face to Face Zoom Conversations with Neighbors weekly programs had at least 25 people attending each presentation. Recordings are available on the library's Youtube channel. A four-session community dancing for young children program started on February 11 with over 30 attending. This program was organized by Siena Kaplan-Thompson and funded by donations at the Traditional Tamworth Tune Gathering riverside serenades held behind the library over the past two summers. "Climate and Community" series with Chocorua Lake Conservancy is underway, with two Zoom presentations this month, and more planned for the rest of the year. A community art program to create an Ossipee Aquifer Crankie, will be held on Feb. 18 in cooperation with the Chocorua Lake Conservancy, the Green Mountain Conservation Group, and the Yeomen's Fund for the Arts. Art show by Norman Sizemore has had a lot of positive comments. Reception on February 11 was well-attended.
3. Staff: Amy Carter shares with Trustees the storytime thank you book made by the children at the preschool. A staff meeting will be held on Monday, February 27 from 2:00 to 4:00 p.m. The library will be closed for that period of time.

H. New Business:

1. NNHLC Annual Meeting, April 11 at 6:00 PM at the Jackson Public Library. At least one Trustee and director shall attend. Mary would like a representative/liaison of this Board to be appointed to this group on a yearly basis. Allie can attend if nobody else can. There may be a Zoom option for this meeting.

I. Committee Reports:

1. NH Library Trustees Association - Conference for May is all set. Attendance is encouraged. Anne will be writing an article about the library's Face to Face series. While in New Orleans, she viewed a couple of parades. The crews take on issues and local politics, etc. and there was a float about banned books. It was very well done.
2. Nominating: Trustee Candidates on ballot: Evan Henderson and Kristel Faris
3. Friends of CML: Book sale will be held on March 11. Donations are being accepted. Volunteers are going to sort. They are seeking newer books. Next board meeting is March 14, 2023.
4. Building & Grounds: Rick Moreau, the town Maintenance Director, took a lot of time safely knocking apart the ice jam on the roof to the right of the main entrance. Gary Jones said the library walkway job is first on his list once spring arrives.
5. Policy: Staff rep to committee needed. Meeting soon to begin review of Section II: Personnel Policies, Betsy feels it is critical to have a staff member on the personnel committee. The Policy Committee will schedule a meeting after the staff meeting is

held. Paul suggested reviewing policies at every other meeting, rather than spending a lot of time at each meeting on policies and perhaps shortchanging other items on the agenda.

6. Personnel: Staff rep to committee needed. Perhaps a staff member can join the Building and Grounds Committee as well.
7. Technology:
8. Bookmobile Committee: Met on February 6. Public outreach is underway, as are specifications for vehicle, developing budget and grant proposals. Ossipee Valley Rotary Club had a slide show about the bookmobile at their Zoom meeting. There is a page on the Cooperative's web site that has information about the bookmobile project. The video is on the Library's Youtube channel. The Mann Foundation is happy to take the grant application when we are ready to submit it. Allie suggested linking the video to the Library newsletter that is on the Exchange. A press release and radio ad are scheduled. Barbara Kingsolver – check this for useful quotes, etc.
9. Strategic plan, 2023-24 update: Staff will discuss ideas for meeting Strategic Priorities at a staff meeting on February 27. Mary will meet with another Cooperative on March 3 to speak with them about our strategic planning process.

- a. Address learning loss through literacy building activities
- b. Continue exploring format and accessibility of programs
- 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 – Karl attended the Music for Kids program the other day. They had fun, it was great.

K. Adjournment – Evan made a motion to adjourn at 6:19 pm, Betsy seconded. The meeting was adjourned.

Respectfully submitted,  
Melissa Donaldson  
Recording Secretary

Next Trustees' Meeting: Monday, March 13, 2023, 5:30 PM