

COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING

Minutes for April 10, 2023 – 5:30 PM at the library

A. Call to order – The meeting was called to order at 5:31 pm by Allie Thompson. Present are: Kristel Ferris, Allie Thompson, Evan Henderson, Paul Priestman, Kris Rines (via Zoom), Betsy Loughran, Lew Prillaman (5:39 pm) Karl Behr- Select Board Representative, Mary Cronin-Librarian.

B. Introductions and Attendance: New Trustee Kristel Faris - Kris declared that she is present and alone. Present are: Kristal Ferris, Allie Thompson, Evan Henderson, Paul Priestman, Kris Rines (via Zoom), Betsy Loughran, Lew Prillaman (5:39 pm) Karl Behr- Select Board Representative, Mary Cronin-Librarian.

C. Approval of Minutes

1. March 13, 2023 regular meeting minutes – Evan made a motion to approve, Betsy seconded. APPROVED

Allie Thompson – aye
Evan Henderson – aye
Betsy Loughran - aye
Kristel Faris – abstain
Paul Priestman – aye
Kris Rines – aye

D. Treasurer's Report:

March 2023 Financial Report – Paul made a motion to accept, Allie seconded. ACCEPTED

Allie Thompson – aye
Evan Henderson – aye
Betsy Loughran - aye
Kristel Faris – abstain
Paul Priestman – aye
Kris Rines – aye

1. Unanticipated funds received

Unrestricted income over budgeted

Conscience jar donations	30.00
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Total unanticipated	\$30.00
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Betsy made a motion to accept, Allie seconded.

Allie Thompson – aye

Evan Henderson – aye
Betsy Loughran - aye
Kristel Faris – aye
Paul Priestman – aye
Kris Rines – aye

E. Correspondence:

1. Town Auditor request for documents.

Lew joined the meeting at 5:39 pm.

A thank you note was received from Anne Chant.

F. Old Business:

1. Car accident: Replacement of AC units went out for bid per town policy. Two bids were received, one for \$25,000, one for \$34,600, each with a different approach. Waiting for feedback from town insurer Primex. Town Administrator Keats Myer is contact for claim. Discussion ensued regarding the cleanup of the spray on the building. Mary is concerned that it is degrading the siding.
2. NNHLC Annual Meeting, April 11 at 6:00 PM at the Jackson Public Library. Draft Bylaws changes and Cooperative Agreement changes have been sent to Trustees by email. Mary and Allie will attend that meeting.
3. Town Meeting results – resulted in a new trustee. Nothing came up for the library.
4. Town email addresses – Emily will be sending out a new list of support times to get everyone set up with their town email.

G. Library Director's Report:

1. COVID-19 Pandemic: Still providing masks, but not requiring.
2. Programs: Summer programming is in the works. A 5-week after school program for middle school-age youth will be held in May. A 6-week Baby Lapsit Time started last week. One more community dance for young children will be held on April 15. This 4-session series has been very well-received, thanks to Siena Kaplan-Thompson for planning and locating funding. Upcoming programs for adults include an online program on pollinators (via Zoom), an in-person seed sharing/starting program, and two in-person "appy hours," to share recommended apps and podcasts, and an online book discussion with a NH Humanities facilitator.
3. Staff: Mary attended a Cybersecurity for Government Leaders webinar on March 15. Amy attended sessions of the New England Summer Summit programming idea exchange on March 31. Chris attended an online conference of the NH Society of

Genealogists on April 1. Mary is registered for a Cybersecurity for Google Workspace workshop in July. Mary is also signed up for a program on succession planning.

H. New Business:

1.

I. Committee Reports:

1. NH Library Trustees Association – Anne is no longer on the Board.
Kristel shared her background – computer science and geography, currently does marketing for her work. She also does copy editing and proofreading. Technology committee and the cybersecurity policy are suggested.
2. Nominating: Officers and standing committees – Paul reviewed the recommended slate. Allie – Chairperson
Betsy – Vice Chairperson - with no wish to be in line for Chairperson
Evan – Treasurer
Lew – Correspondence Secretary
Evan made a motion to approve the slate, Lew seconded.

Allie Thompson – aye

Evan Henderson – aye

Betsy Loughran - aye

Kristel Faris – aye

Paul Priestman – aye

Lew Prilliman - aye

Kris Rines – aye

Committees – Kristel asked for a list of committee descriptions, which can be found in the bylaws. Contact Paul if you would like to change any of the committees you are on.

3. Friends of CML: Next board meeting is May 9, 2023 – working on the perennial plant sale. It will be held on June 3 from 9-12. The raffle tickets will be sold at the Farmers Market in Maine. Five baby book bags were distributed in the past couple of months. The book sale was held on March 11. They made just under \$700 at the book sale. Paul suggests that Kris continue as the liaison, Evan seconded.

Allie Thompson – aye

Evan Henderson – aye

Betsy Loughran - aye

Kristel Faris – aye

Paul Priestman – aye

Lew Prilliman- aye

Kris Rines – abstain

4. Building & Grounds: Meeting planned for April 18. Solar options will be discussed. There are grants coming up that could help cover the cost. The entire electric bill could be covered by solar. It is unclear whether the heat would be covered as well.
 5. Personnel: Hoped to have information about Federal Family Medical Leave Act - will work with Town to see how they are managing that. There is an informational website that employees can visit. www.paidfamilymedicalleave.nh.gov
This is an opt-in program through the State of NH.
 6. Technology: NHCF Library Technology Fund grant in the works. Tech committee needs to meet to discuss what to ask for.
 7. Bookmobile Committee: Met on April 3. Jackson may opt out. Vehicles hard to order right now. Kris reported that there will be longer delays in getting a vehicle. They will be visiting the Believe in Books van to see how it is set up. This will give an opportunity to research vehicles that are not strictly gas powered.
 8. Strategic plan, 2023-24 update:
 - a. Address learning loss through literacy building activities: Now getting 10 copies of BookPage book review monthly newsletter by splitting a subscription with the Hall Memorial Library. Received a grant from the Mellon Foundation to get 25 copies of Booklist Reader per month for a year. Encouraging patrons to take them and let us know what new books they'd like us to purchase.
 - b. Continue exploring format and accessibility of programs: Offering both online and virtual programs for adults in April. Include plan or procedure for retention of recorded programs in next revision of collection development policy. Policy committee should consider what to do regarding storage of the recorded items.
 - c. Engage community through the library's historical resources: Tamworth Town Records will be made public soon on the library's digital history site thanks to work by intern Molly Foye. Transcription is needed, on a volunteer basis.
 - d. Enhance outdoor spaces as an extension of the library: Walkway project!
 - e. Work with Northern New Hampshire Library Cooperative libraries to get a regional bookmobile on the road: Bookmobile Committee will organize a facilitated in-person planning session at their committee meeting next month.
- J. Public Comment – Karl will remain as the Select Board Representative to the Library.
- K. Adjournment – Evan made a motion to adjourn at 6:32 pm, Paul seconded.
- Allie Thompson – aye
- Evan Henderson – aye
- Betsy Loughran - aye

Kristel Faris – aye

Lew Prilliman- aye

Paul Priestman – aye

Kris Rines – aye

The meeting was adjourned.

Respectfully submitted,

Melissa Donaldson

Recording Secretary

Next Trustees' Meeting: Monday, May 8, 2023, 5:30 PM