

**COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING**  
**MINUTES FOR May 8, 2023 – 5:30 PM at the library**

- A. Call to order – The meeting was called to order at 5:30 pm by Allie Thompson.
- B. Introductions and Attendance: Present are: Allie Thompson, Lew Prillaman, Kris Rines, Betsy Loughran, Evan Henderson, Select Board Representative, Mary Cronin-Librarian. Paul Priestman and Kristel Faris are absent.
- C. Approval of Minutes
1. April 10, 2023 regular meeting minutes – spelling of Prillaman & Kristel. Evan made a motion to approve as amended, Lew seconded. APPROVED
- D. Treasurer's Report:
1. April 2023 Financial Report – Kris made a motion to accept, Betsy seconded.  
APPROVED
  2. Unanticipated funds received

Unrestricted income over budgeted	
Conscience jar donations	20.00
Total unanticipated	\$20.00
- Betsy made a motion to accept, Allie seconded. APPROVED
- E. Correspondence: NH Library Trustees Association – confirm name and address to be submitted with the dues.  
CIP – timeline was received today.
- F. Old Business:
1. Car accident: Replacement of AC units is underway. The new system will be more efficient than what we had. The electrician cost was not included. Hans will be checking to be sure nothing is damaged.
  2. NNHLC Annual Meeting: Was held April 11 at 6:00 PM at the Jackson Public Library. Minutes are available at <https://nnhlc.aspendiscovery.org/aboutnnhlc>. Allie reported that the Pope Library was in attendance as well. Lengthy discussion of the cooperative agreement and the bylaws was held. There should be some type of a consortium library card. The Pequawket Foundation gave a grant last year that will help pay the legal expenses.

3. Town email saga continues. If requested, they will provide addresses for members. Betsy made a motion to allow members to decide individually whether to use this program or not, Lew seconded. APPROVED

G. Library Director's Report:

1. Programs: Two kids' book club programs will be held in May. Summer program plans continue to be developed. This summer, 4-H will hold a 6-session engineering/environmental science program for ages 5 to 8. The middle school afterschool program didn't work out so we'll be doing a parent survey to determine how to proceed, and we are planning summer activities for this age group. There will be a teen poetry open mike in June organized by teens. Upcoming programs for adults include an online program on backyard habitat with Chocorua Lake Conservancy, an in-person program on catamounts, and an online book discussion with a guest facilitator.
2. Staff: Mary will attend the NH Library Trustees Association conference on May 9; a scholarship will pay the registration fee. Peggy attended a cataloging refresher workshop on April 27. Amy attended a summer reading summit on Zoom. New England Library conference on June 1 – Mary signed up.

H. New Business:

1. Recording Secretary for June meeting – Betsy volunteered to take minutes at that meeting.

I. Committee Reports:

1. Nominating: Standing committees – Paul sent assignments. Allie reviewed them with the Board. Allie and/or Crystal will replace Evan on Policy. Liaison to Friends – Kris will attend this month, but needs someone else to take this over. Lew volunteered to take this assignment in the future. Allie is the liaison to the Co-op. Kris is the liaison to the bookmobile. A motion to approve the liaisons to the Friends as Lew, Bookmobile as Kris and Co-op as Allie was made by Evan, seconded by Betsy.  
APPROVED
2. Friends of CML: Board meeting is May 9. Plant Sale and Calendar Raffle is June 3.
3. Building & Grounds: Met to discuss walkway project. Looking at ideas for railing. The walkway project was started today, as well as the air conditioners.
4. Policy: Met May 3 to continue work on Section II: Personnel Policy. – making progress. Next meeting is June 7 at 4 pm.

5. Technology: NHCF Library Technology Fund grant in the works. It will fund technology improvements as well as improving online access. Mary may request funding for the website improvements.
6. Bookmobile Committee: May meeting is being rescheduled. Getting the vehicle is at a crossroads right now.
7. Strategic plan, 2023-24 update:
  - a. Address learning loss through literacy building activities: Summer reading program will include reading BINGO and bookmarks to track reading in a fun way.
  - b. Continue exploring format and accessibility of programs: First in-person only indoor program for adults since COVID will be held this month.
  - c. Engage community through the library's historical resources: Will roll out digitized town records next month.
  - d. Enhance outdoor spaces as an extension of the library: Walkway project and railing; new rain barrels.
  - 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

K. Adjournment – Evan made a motion to adjourn at 6:34 pm, Betsy seconded. The meeting was adjourned.

Respectfully submitted,  
Melissa Donaldson  
Recording Secretary

Next Trustees' Meeting: Monday, June 12, 2023, 5:30 PM