

COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING

Minutes FOR June 12, 2023 – 5:30 PM at the library

- A. The meeting was called to order at: 5:32 pm.
- B. Attendance:
Present: Allie Kaplan-Thompson, Kristine Rines, Kristel Faris, Paul Priestman, Betsy Loughran, Mary Cronin, and Karl Behr, Select Board Representative
- C. Approval of Minutes
1. May 8, 2023 regular meeting minutes were approved as presented. Paul made the motion and Kris seconded. All approved.
- D. Treasurer's Report: Evan was absent.
1. May 2023 Financial Report: Allie moved we accept the report and Kristel seconded it. All voted yes.
 2. Unanticipated Funds:

a. Conscience Jar	\$30
b. Grants Income over budgeted	\$550
Total unanticipated	\$580
- Kristel moved and Betsy seconded acceptance of the funds. All concurred.
- E. Correspondence:
1. CIP Committee email correspondence asked that CIP be included on this meeting agenda, with CIP Committee member Eleanor Aparicio attending.
 2. New Trustee orientation invitation has been sent to all members.
- F. Old Business:
1. Car accident: New air conditioners have been installed. Repair of broken window frames and resetting stones on retaining wall still need to be done.
- G. Library Director's Report:
1. Programs: "New to Medicare" Zoom program on June 21 is generating interest. See summer program flyer for list of upcoming programs. Survey for parents of children and teens 10 and up indicates that weekly programming is what is most wanted.

Polly Mahoney and new volunteer Laurel will work with youth to develop programming of interest. We plan to work with Recreation Director on an after school Lego program for young kids to begin in the fall; would like to add teen program assistant position for after school programs held at the library.

2. Staff: Mary attended the NELA-ITS online conference on June 1, there were several interesting programs on new technologies and how they apply to libraries.
3. Outreach: Amy Carter and Polly Mahoney will go to K.A. Brett Family Night to promote library's summer programs for children. Mary Cronin brought summer program flyers for distribution at Food Pantry.
4. The new steps for the other entrance are almost finished. They need a railing.

H. New Business:

1. Capital Improvement Program: Eleanor Arparico joined the group. We have two furnaces to be replaced in 2025 and another in 2027. Painting of the exterior is due for 2024 (\$10,000). We need a lead certified person to do the painting. The painting needs to be done every five years. The building is on the Historical Register and so there are a lot of regulations about how the job gets done. The air conditioner got replaced with the insurance payout so can be removed from the report. The Energy audit is also recommending a different approach to heating, cooling and dehumidifying. A solar array would cost \$43,000 and would need grant support. We need to explore whether we could do a solar upgrade with other organizations in town, and to wait for grants to be announced. A discussion took place on how to reflect this issue on the CIP without information on grants or work with other organizations. The library will add \$43,000 in 2024 for the solar array, with a note stating that we hope that at least 50% will come from grants.

I. Committee Reports:

1. Nominating: No report.
2. Friends of CML: Next board meeting is July 11. They are planning a book sale for August 18 and 19. However, it may be October as we don't have that many books. They are looking for more Friends. The plants from the Plant Sale are all gone. We don't have a financial report but it was well attended. The Annual Meeting date is in September. Lew Prillaman is the new rep. The raffle is ongoing.
3. Building & Grounds: The water heater is now working. A NH Saves application for a rebate for switching to LED lighting will be prepared.
4. Policy: Met June 7 to continue work on Section II: Personnel Policy.

5. Technology: NHCF Library Technology Fund grant to be submitted this month. Website upgrade will begin soon; need questions about search function answered first.
6. Bookmobile Committee: Next meeting will be in person on June 15.
7. Strategic plan, 2023-24 update:
 - a. Address learning loss through literacy building activities: Introducing monthly Booklist Reader publication (new subscription from a Mellon Foundation grant) as a way to encourage patron suggestions for new books.
 - b. Continue exploring format and accessibility of programs: This month's programs for adults include Zoom on Medicare with recording available later, and two in-person programs: an art show reception and Bloomsday reading.
 - c. Engage community through the library's historical resources: Will roll out digitized town records soon. We'll want to work on indexing it so it can be searched.
 - d. Enhance outdoor spaces as an extension of the library: Stairs will soon be complete. Next steps are railings and path from steps to street, then refresh lawn area.
 - e. Work with Northern New Hampshire Library Cooperative libraries to get a regional bookmobile on the road: Bookmobile Committee will hold an in-person planning meeting on June 15.

J. Public Comment

K. Adjournment at 7 pm, moved by Kris, seconded by Betsy

Next Trustees' Meeting: Monday, July 10, 2023, 5:30 PM