

COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING
Draft Minutes for April 8, 2019 – 5:30 PM @ LIBRARY

A. Call to order – The meeting was called to order at 5:33 pm by Anne Chant. Present are: Anne Chant, Allie Thompson, Evan Henderson, Robin Gordon, Sheryl Power, Nate Winship, Willie Farnum, and Mary Cronin. Skip Nason is absent.

B. Approval of Minutes of March 11, 2019 regular meeting: Evan made a motion to approve, Robin seconded. APPROVED

C. Treasurer's Report: Sheryl made a motion to accept the Treasurer's Report. Nate seconded. Approved

1. March 2019 Financial Report
 2. Unanticipated funds received
 - a. Conscience jar donations 26.00
 - b. Donations for AdventureQuest teen program 400.00
 - c. Tamworth History Center program cost share 40.00
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- | | |
|---------------------|----------|
| Total unanticipated | \$466.00 |
|---------------------|----------|
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- Allie made a motion to accept the unanticipated funds, Robin seconded.
APPROVED

D. Correspondence: Further correspondence on progress of Estate of Sharon Malenfant. These forms are an update of the progression of the estate. Mary received an email about the loft. This will be discussed later in the meeting where the loft is on the agenda.

E. Old Business:

1. Northern NH Library Cooperative: On Thursday, March 28, 2019 at 5:30 p.m. at the Conway Public Library, Skip Nason and Mary Cronin attended a work session meeting to finalize the draft cooperative agreement, bylaws, and reciprocal borrowing policy. Sheryl Power and Mary Cronin attended the NNHLC annual meeting on Thursday, April 4, 2019 at 5:30 p.m. at the Conway Public Library, when the revised documents were adopted, and Conway Public Library officially joined the NNHLC.
2. Town Meeting was on March 13 at 7:00 p.m., plus another town meeting to ratify election and town meeting results on April 4, 2019. The library's two warrant articles, #12 operating budget and #18 carpeting, passed.
3. Tamworth Village Association annual meeting: Mary Cronin attended the meeting on Saturday, March 30, 2019, held at the library. With Town of Tamworth purchase of the village sewer system, TVA will relinquish its 501(c)3 status.

F. Library Director's Report:

1. Programs: See April newsletter for a full list of recent and upcoming programs. Adult programs in March included a talk on vernal pools by Chocorua Lake Conservancy Stewardship Director Lynne Flaccus and Lucy Gatchell from the Tamworth

Conservation Commission, a presentation in Ice Climbing in the Himalayas by Nick Aiello-Popeo. The Tamworth History Center held a family stories workshop with Jo Radner at the library. Two kids' book club meetings were held in March, one for younger readers, and one for older. Storytime has had a small dip in numbers due to children's programs being offered at the same time at Tin Mountain and the nicer weather. Baby lapsit remains very popular. 4-H Makers Club has about 15 participants weekly. Yoga for preschoolers wrapped up for the winter; it had more participants this year than in the past two years, about a dozen per session. Lego Club has dwindled to one enthusiastic Lego engineer. We may end this program after April and bring it back in September when there will be a new group of kindergarten students. AdventureQuest game for older kids and teens will begin again soon. Art exhibit in February and March featured paintings and mixed media work by Hannah Anderson. Beginning in April, Peggy Johnson's artwork will be on exhibit. There are two displays this month.

2. Grants: The exterior painting and the insulation of that section of the library could both be included in a Moose Plate grant request. Grants do not exceed \$10,000. Mary will submit an "intent to apply" by the deadline at the beginning of May.
3. Outreach: Staff made several home deliveries. Mary attended the March 25 meeting of the Ossipee Valley Rotary Club to ask them to consider funding a summer season of AdventureQuest program for teens, and to tell them about the program and its benefits for participants.

G. New Business:

1. Loft Concerns: One parent has expressed concern about the loft and its safety. Amy and Mary have been telling/showing parents and children how to use the ladder safely, and have made a cover for the ladder for parents/caregivers to use if they wish to let their children know that the loft is temporarily "closed". A sign has been placed in the children's room explaining safe ladder use and the library's policy that children under 8 must be supervised by an adult, and asking for any concerns to be brought to the attention of library staff. The concerns were delivered in an email, and were discussed. Community meetings may be held to gather feedback. Forms for feedback will be placed in that area. Ann will draft an email reply.

H. Committee Reports:

1. Friends of CML: Friends of Cook Memorial Library will meet on May 7. They are planning the Plant Sale for June 1 in cooperation with Carroll County Altrusa. They are also seeking donations for their calendar raffle.
2. Building & Grounds: Skip Mason and Mary Cronin met to go over Building & Grounds projects for 2019 on Friday, March 22.
 - a. Carpeting: Mary has contacted National Library Relocations; they have added our carpeting project to their schedule for the week of Sept. 13. The Selectmen have the contract, and once it is signed, it will be sent. We should expect to be closed about 7-10 days. Two carpet contractors have come to measure and will provide quotes for broadloom, low VOC, nylon carpet similar in pattern to what we have now.

- b. Insulation: Quality Insulation has submitted a revised quote based on installing loose insulation in front room walls from the interior. The State Agency recommends that the drilling be done in the plaster rather than the clapboards
 - c. Exterior painting: contact contractor to schedule. Skip will repair the wall.
 - d. Tree damage: Elm out front was damaged in a November storm. Jason Noyes will come trim loose and broken branches and chip the limbs once road weight limits are lifted. We can use the chips next to the bike rack, where it can be muddy.
 - e. Drainage issue at back door: Once snow is gone, Darren Boothby of Green-Step Landscaping will come look and suggest ways to improve drainage, and also make suggestions for improving walkway to meeting room entrance.
 - f. New bookshelf unit for Archive Room has been ordered and should arrive at the end of April. Chris Clyne, Peggy Johnson, and volunteer Millie Streeter have been getting the collections organized and ready to be moved. The existing shelving unit has been offered to the Tamworth History Center. If they cannot use it, it can be offered to other libraries.
- 3. Technology:
 - 4. Policy: Reviewing Section V. Building & Grounds soon would be good. Due to lacking adequate quiet spaces too many times in recent weeks, Mary has put a temporary policy in place to make the Ulitz Genealogy and History Room a space for quiet study, work and research during library hours up to 5:00 p.m., and not to schedule meetings or allow impromptu meetings in that space during those times. Regular patrons who use the library for this purpose have been grateful for the consideration. Perhaps use the book sale place as a place for people to make phone calls, etc.
 - 5. Strategic Plan update, deeper community connections: Summer Reading Program will include adults and teens as well as children, and will end with a party to celebrate our community of readers. Mary went to a conference about communities. There was an economist from the Maine Policy Institute.
 - 6. Strategic Plan update, expanded services for older residents: DocuTalks program had no one come in March, and Laura has decided to put it on hold for now, and maybe think about a new approach in the fall. The monthly book group was moved to 1:00 p.m. to accommodate the schedules of regular participants.
 - 7. Strategic Plan update, programming for teens: AdventureQuest fundraising raised \$400, enough for another season, which will start on April 9. Two more participants will join the group for season two.

I. Public Comment

J. Adjournment – Evan made a motion to adjourn at 6:38 pm, Sheryl seconded.

ADJOURNED

Respectfully submitted,
Melissa Donaldson
Recording Secretary

Next Meeting: Monday, May 13, 2019, Cook Memorial Library—5:30 PM