

COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING
Minutes FOR June 10, 2019 – 5:30 PM @ LIBRARY

- A. Call to order – The meeting was called to order at 5:32 pm by Allie Thompson. Present are: Allie Thompson, Anne Chant, Sheryl Power, Evan Henderson, Robin Gordon, Skip Nason, Nate Winship (5:36 pm), Melanie Streeter- Selectmen’s Representative, Mary Cronin-Librarian. Absent - none
- B. Election of Officers and Committee assignments – done at last meeting
- C. Approval of Minutes of May 13, 2019 regular meeting. Anne said the liaison to the friends should be corrected to Nate Winship. Correct Cheryl with a “C” – remove . Allie reviewed several of the “expenses” to the Board. Skip made a motion to approve as amended, Evan seconded. APPROVED
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- D. Treasurer’s Report:
1. May 2019 Financial Report – \$550 was for insulation. The checking account has a large balance, Robin would like to know what that is for. Mary explained that it is for payroll. Anne made a motion to approve, Sheryl seconded.
 2. Unanticipated funds received
 - a. Conscience jar donations 5.00
 - b. Donation for Science and Nature subscriptions from Constantine Joannidis 285.00
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- | | |
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| Total unanticipated | \$290.00 |
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- Skip made a motion to accept the unanticipated funds, Nate seconded.
APPROVED
- E. Correspondence
1. Town Administrator Darlene McWhirter sent property insurance information, asking for review of replacement cost of building and contents. Building at \$1,140,000, contents at \$798,163. This includes a \$50,000 increase when the roof was done. The insurance company should send an appraiser. LChip? NH Preservation Alliance?
 2. Memo from Planning Board informing of a meeting scheduled with representative from the library to review and answer questions about the Tamworth Master Plan on August 14, 2019 at 7:00 p.m. Mary reviewed the questions. She will forward links to the entire Board and will discuss at the July meeting.
- F. Old Business:
1. Picnic table: Mary Cronin ordered a picnic table, and Steve Gray went and picked it up and delivered it. Mark Albee and Chris, chef at Art in the Age Café (Lyceum), helped unload it. Grass and gravel need some work around that area.
 2. Northern NH Library Cooperative: We have had no significant issues since Conway Public Library joined our cooperative. ByWater Solutions has provided excellent help with our questions and fixing the issues that have come up. We are finding that our

overdue policy will need to be reviewed and revised to fit current procedure. It does not mesh with the software.

G. Library Director's Report:

1. Programs: See June newsletter for a full list of recent and upcoming programs. Also see the list of upcoming summer programs. Adult programs in May included a program on medicines through history by June O'Donal from the Remick Farm and Museum, a NH Humanities program on NH's country estates, cosponsored with Tamworth History Center, a demonstration of NH Stone Wall Mapper tool by Katie Belisle, a program on the history of commercial seed production, cosponsored with Tamworth History Center, and a program on turtles sponsored by Chocorua Lake Conservancy. Tamworth Community Nurse Association sponsored two programs held at the library in May on avoiding scams and the benefits of pets. 4-H Makers Club will wrap up on June 17, and reconvene in the fall. Season three of AdventureQuest for teens begins in June. Amy Carter has scheduled a full line-up of summer programs (thanks to a number of talented volunteers), and Peggy has designed the flyers and Summer Reading Program tracking materials. Amy will bring summer info and sign children up for Summer Reading Program at the K.A. Brett School family night on June 12. Storytimes and Baby Lapsit times continue to have good attendance. Two kids' book club meetings were held in May.
2. Staff: Polly Mahoney has begun working as our new Circulation Assistant. She will be working Tuesday evenings and alternating Fridays and Saturdays. Mary Cronin hired an additional Library Page to work two hours on Wednesday afternoons during the summer and to fill in for Saturday Library Page.
3. Outreach: Staff made a couple of home deliveries in May. Amy Carter and Mary Cronin met with Chocorua Public Library Director Cathy Dancy to plan a library July 4th parade float. Friends of Cook Memorial Library will be invited to assist. Sheryl approved parking the trailer on her driveway before the parade.
4. July 4th 5K Race: This is an annual fundraiser for the library and fun activity for the community. A couple of volunteers are still needed at the finish line; please let Amy Carter know if you can help. Race activities begin at 7:00 a.m. and end about 10:00 a.m.

H. New Business:

1. Northway Bank: Bank of record for the Cook Memorial Library is Northway Bank. Bank provided signature card for new Assistant Treasurer Skip Nason for signing.
2. Request for large granite slab behind library: Katharine Thompson asked if the granite slab behind the library could be repurposed as a step for The Other Store barn. It is currently a bench, she will replace with a bench. Skip made a motion to Give the granite to Katy, Robin seconded. APPROVED

I. Committee Reports:

1. Friends of CML: Friends of Cook Memorial Library will meet on July 9. Plant & Book Sale and calendar raffle were successful, totals exceeded last year's once again.

- Altrusa works with the Friends on these fundraisers; they split the proceeds of the plant sale and raffle.
2. Personnel: Polly Mahoney was hired as new Circulation Assistant.
 3. Building & Grounds:
 - a. Insulation: Quality Insulation will install insulation in the front room walls on August 29.
 - b. Exterior painting: Moose Plate grant application, requesting \$7,600.00 for exterior painting, was sent in on June 7.
 - c. Carpet: Diane Pikul from National Library Relocators and Skip DuBois from The Home Beautiful are meeting at the library on June 19 at 1:00 p.m. to go over carpet project logistics. Start date is September 16.
 - d. Place of assembly permit: This still needs to be updated. Mary will contact Zack or Jim Bowles.
 4. Policy: Committee held a meeting on June 10 at 4:45 p.m. to review Section II and the Meeting Room application.
 5. Strategic Plan update, deeper community connections: We are teaming up with Chocorua Public Library to encourage everyone in town to read this summer, and to let either of our libraries know how many books they read. We're asking for a penny (or coin) per book, funds raised will pay for a community readers' party in August.
 6. Strategic Plan update, expanded services for older residents: Mary received information about library Memory Kits for people with dementia, and sought input from Jo Ann Rainville at TCNA to help decide whether to add some to the collection.
 7. Strategic Plan update, programming for teens: Ossipee Valley Rotary Club granted \$500 to continue the AdventureQuest program, which will have 5 sessions in June and July. Mary Cronin, on the recommendation of staff members Chris Clyne and Amy Carter, hired a second Library Page to work Wednesday afternoons and fill in on Saturdays. There is a strong need for "first job" opportunities for 14 and 15 year-olds in Tamworth. Louise Wroblewski will be doing a writing group for teens in July. Mary will be meeting with the middle school to talk about downloadable books. Amy will be speaking with them Thursday about the writing group. Robin would like to know if the writing course could be videotaped. Mary does not feel that this is a good idea, it is a workshop, not a class.
 8. CIP has two things on it right now, that are moving along from previous years. Furnaces and air conditioning units. She feels that painting should be added in ten years, and to budget for cleaning of the paint.

J. Public Comment – Melanie was part of a webinar on Social Media. Websites, Facebook and Instagram – people are unable to take down unpleasant comments. If you post your meeting minutes, they need to be in the same spot every time. Mary is aware of many issues. This is also a lot of community engagement, which is the flip side of that. These issues also apply to Town cell phones.

The Conway Board is getting a lot of flack about the Drag Queen Storytime.

K. Adjournment – Evan made a motion to adjourn at 6:33 pm, Robin seconded. APPROVED

Next Meeting: Monday, July 8, 2019, Cook Memorial Library—5:30 PM

Respectfully submitted,
Melissa Donaldson
Recording Secretary