

JOSIAH CARPENTER LIBRARY TRUSTEE MEETING

MINUTES

December 15, 2021

Present: Sandra Adams, Chairperson; AnneMarie Chapman , Secretary; Leslie Schuster, Treasurer, Leslie Vogt, Library Director; Melissa Babcock.

Meeting Convened: 10:38 a.m.

Acceptance of Minutes: The November 17, 2021, minutes were reviewed and a motion to accept was made and seconded. (Leslie S./Sandra.). Motion carried.

Old Business:

Library Director Interview results – Leslie V. has turned in her letter of resignation effective January 2, 2022. Melissa has been offered the job as Library Director and has accepted the position. We thank Leslie for her many years of dedication and look forward to working with Melissa in her new role.

Policy updates – The trustees will review the circulation policy, the collection policy and the library's programs to make sure they work in tandem with each other effectively. We will discuss our findings at the January meeting.

Update on filling maintenance position – Thomas Dunagin has been hired for the custodian position. Melissa will post the position of back-up custodian in the event Thomas is not available. Rick will be back up for this season, if need be.

New Business:

Reports:

Director's Report – Leslie V. presented the Director's Report, items of note:

- Anna Bell Cote has started volunteering in the library.
- Grant application for the library of things and the maker space in Barnstead has been approved. The Memorandum of Understanding and patron waiver was reviewed and a few grammatical errors were fixed, but otherwise looked good. Documents will be reviewed by NH Municipal Association legal services.
- Leslie V. spoke with the chair of Capital Improvement Plan committee and was told updates were not requested for the year. Leslie informed him of our issue with significant water in the basement this year.
- Next budget season the roof needs to be addressed.
- Melissa will apply for a grant that will help encourage pollinators through planting

wildflowers.

Financial Report – The Oct and November financial statements were reviewed and everything looked in line.

A motion was made and seconded to accept the Director's Report and Financial Reports (AnneMarie/Sandra.)

Adjournment: Moved and seconded at 12:16 p.m.(AnneMarie/Leslie S.)

Next Trustees Board Meeting: Wednesday, January 19 , 2022, at 10:30 a.m.