

JOSIAH CARPENTER LIBRARY TRUSTEE MEETING

MINUTES

March 16, 2022

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

Meeting Convened: 10:30 a.m.

Review agenda: Agenda reviewed, revised and a motion made to accept was made and seconded. (AnneMarie/Leslie S.) Motion carried.

Acceptance of Minutes: The February 16, 2022, minutes were reviewed and a motion to accept was made and seconded. (AnneMarie/Leslie S.). Motion carried.

Election of Officers: A motion was made and seconded (Leslie/Sandra)for AnneMarie to retain her position as Secretary. Motion carried.

A motion was made and seconded (AnneMarie/Sandra)for Leslie to retain her position as Treasurer. Motion carried.

A motion was made and seconded (AnneMarie/Leslie) for Sandra to retain her position as Chairperson. Motion carried.

Old Business:

Review of policies: The trustees reviewed and revised the Circulation Policy, Vacation Policy, Library Functions & Programs Policy, the Library Collections Policy and our Mission Statement. A motion was made and seconded (AnneMarie/Leslie) to accept the revised policies.

Library of Things Update: The Pembroke library has received the grant money for The Library of Things which will be dispersed to all participating libraries soon. A motion was made and seconded (AnneMarie/Leslie) to accept and expend \$1250.26 to add to Josiah Carpenter Library's collection of our shared Library of Things.

Hoopla Numbers: JCL's current non-resident cost for library card is \$20. If a non-resident chooses to use one of our downloadable book forums, then the cost to the library for that non-resident could potentially exceed \$100. For this reason, the trustees will call a number of NH libraries to see what their policy is for non-resident cards and downloadable books.

New Business:

Acceptance of library donations: Anticipating the consideration of the gift made by Ruth Strickhart, the trustees will announce a public hearing in the Concord Monitor which will take place during our next business meeting on April 20, 2022

Charitable donation: The trustees wish to honor the death of Clarence Schmidt, who is the husband of one of our Friends of the Library, Liz Dimmick. Sandra will find out what the wishes of the family are.

Emergency Review: Melissa has learned of a company ,Cleanway, who are a full-service mitigation, rebuild, and cleaning company. Cleanway offers a free disaster plan for those businesses who inquire of their service. Melissa will speak to Cara,our town administrator, and see what the town has aligned for disaster preparedness already and if it makes sense to talk further with Cleanway.

Summer Reading Kickoff: Melissa is hoping to plan something extra special to kick-off the Summer Reading Program with the theme of oceans this year

Reports:

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

- The library staff is consistently having to deal with water in the basement each time there is a moderate rain. Despite folding back carpets and running the dehumidifier there were puddles and soaked, smelly rugs which took days to dry out. When this happens the children's programming must be moved upstairs. This occurred on 2/23/22 and 3/7/22.

Financial Report – The February 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/Leslie)

Adjournment: Moved and seconded at 12:42 p.m.(Sandra/AnneMarie)

Next Trustees Board Meeting: Wednesday, April 20 , 2022, at 10:30 a.m.