

JOSIAH CARPENTER LIBRARY TRUSTEE MEETING

MINUTES

May 19, 2021

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

Meeting Convened: 5:06p.m.

Acceptance of Minutes: The April 20, 2021, minutes were reviewed and a motion to accept was made and seconded. (AnneMarie./Leslie S.). Motion carried.

Old Business:

Friends of JC Library – Trustees learned that Holly will be stepping down as president of the Friends. We thank her for many years of service. It was also reported that the beautiful flowers that normally adorn the front steps of the library will be arriving soon, delivered by Judith McClellan.

2021 Trustee Orientation, Planning for Directors Departures and Arrivals

Presentation, and 2021 Virtual Spring Conference – Board members shared their experiences with regards to the three virtual presentations. Sandra shared notes from presentations with all present. Sandra also shared her draft of an elevator speech and Leslie S. shared her desire to know the specific strengths of the library and for us to develop a concrete elevator speech. There was also a discussion on the possibility of looking into an alternate trustee.

Scheduling Strategic Planning Meeting – We will schedule our next meeting after our June's business meeting.

Updates on logo and Community Night Out – Sandra sent our invitations to local groups inviting them to participate in a Community Night Out. We learned that the Historical Society has chosen a liaison to coordinate with us for the event. No other response has been received as of yet. Leslie V. will confirm that Denise Grattage will join our June meeting with her mock-ups of the logo.

Reports:

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

1. Leslie V. met with HVAC contractor to assess our potential need for air cleaning system. He suggested a system on both floors and will give estimate for basement system. Leslie has also been looking into the purchase of an air curtain. Pandemic relief funds would pay for most of the air curtain, there would be about \$250 difference. Leslie V. will follow up with questions regarding the cost of changing filters, if this is reasonable the board agreed to purchase air curtain. A motion was made and seconded to purchase air curtain (Sandra/AnneMarie)
2. There will be second round of pandemic relief funds available this summer through a competitive process and Leslie V. spoke of a collaborative effort made by local libraries and how our chance of getting these funds would increase if we joined other small libraries in the quest to receive them. A bookmobile and "library of things" were ideas thrown around.
3. Melissa installed the "story walk" downtown for children to enjoy.
4. The food pantry approached Leslie V. with an idea for the pantry to have a little free library. Leslie V. thought the idea worthwhile and will return with books.

Financial Report – Leslie V. presented the Financial Report that was received from Cara Marston, Town Administrator. All looked well with the Expenses & Encumbrances Sheet and the Revenue Sheet. A motion was made and seconded to accept the Director's and Financial Reports (Leslie S./AnneMarie.).

New Business:

NHLTA membership dues – NHLTA membership dues were given to Leslie V. from Sandra. We discussed the possibility of Melissa joining as well.

Adjournment: Moved and seconded at 6:43p.m. (AnneMarie/Leslie S.)

Next Trustees Board Meeting: Wednesday, June 16, 2021, at 5p.m.