

JOSIAH CARPENTER LIBRARY TRUSTEE MEETING

MINUTES

March 20, 2019

Present: Sandra Adams, Chairperson; Leslie Vogt, Library Director; Anne Marie Chapman; Theresa Endler, Secretary.

Meeting Convened: 5:00 pm

Acceptance of Minutes: The February 20, 2019, minutes were reviewed and a motion to accept was made and seconded (Sandra/Theresa). Motion carried.

Old Business:

Friends Update – The Friends of Josiah Carpenter Library did not officially meet this month due to illness and scheduling conflicts. However, they did hold a successful raffle at Town Hall on Election Day. The funds they earned will be used to aid the library.

Update: Barn Project – The assessment of the barn by the New Hampshire Preservation Alliance was performed on March 8, 2019, by Ed Pape from Center Strafford. Mr. Pape spent over 3 hours inspecting and photographing the barn. At this time, we are waiting for him to complete and send his written report.

Discussion of Collection Policy Edits – A copy of the existing Collection Policy has been provided to all the Trustees. Leslie suggested that before editing the Collection Policy we should review the library's Mission Statement. She provided copies of our statement and sample statements from other libraries for comparison. The Trustees will be reviewing these and bringing suggested revisions of both the Mission Statement and Collection Policy to the next meeting in April.

Better World Books – The library has been doing an evaluation of its collection and removing books from circulation if they no longer meet the needs of the community. Leslie has employed the services of Better World Books (a book recycling company) to resolve the issue of where to dispose of old books.

Repairs - Carpet – There was a lengthy discussion of the Jenkins Room concerning the water damage, the mold issue, and the asbestos tile. Leslie has contacted 2 companies that provided advice and estimates for correcting the problem. However, at this time, the Trustees are unsure of the full scope of the problem and how to handle the possible financial obligations. Nevertheless, we recognize that the mold and asbestos tiles could be creating serious health issues in the library. A motion was made and seconded (Theresa/Anne Marie) to inform the Select Board of the situation and seek direction in how to address the mold evaluation and abatement and the repairs that may be necessary. Motion carried. Sandra will draft a letter and send it to the Select Board.

Reports:

Director's Report – Leslie presented the report and noted a few items of interest:

1. The library will be used by a homeschooling group on Wednesday mornings.
2. Insulation will be added to the basement wall when the paneling that was taken down for the pipe repair is replaced.
3. The library has been enrolled in the UNH Teacher Residency for Rural Education program. If selected, we may have the services of an intern for 30 hours over the summer.
4. The American Library Association has revised its Bill of Rights. We will be reviewing it and deciding whether to include it in our library's policy manual.
5. Leslie will be contacting Noble Spirit to see if they can handle the sale of some older books in the library's collection.

Financial Report – Leslie presented the financial reports; they were reviewed and it was noted that there were no unusual expenditures during the last month.

Motions to accept both reports were made and seconded (Theresa/ Anne Marie). Motions carried.

New Business:

Welcome New Library Trustee – Anne Marie Chapman was welcomed as the newly elected Library Trustee. She agreed to take on the position of treasurer. Sandra will explain the duties of this job and contact Citizens Bank to have Anne Marie named as a signatory for the account.

125th Anniversary of Josiah Carpenter Library – It was decided that we should begin planning for an anniversary celebration during 2020. Leslie suggested a small committee (the Library Director, a Trustee, and a member of the Friends) could gather suggestions so that we have celebration plans in place by November, 2019. Anne Marie volunteered to be the representative of the Trustees.

Miscellaneous: None

Adjournment - Moved and seconded (Theresa/ Anne Marie) at 6:30.

Next Trustees Board Meeting: Wednesday, April 17, 2019, at 5:00pm