



Board of Trustees Meeting Minutes
August 21, 2018 2 PM

In attendance: Trustees Natalie Gallo, Bob O'Brien, Charlene Flaherty; Alternate Trustees Brian Vass, Jorge Mesa-Tejada, Charles Fernandes; Director Rosemary Krol; Patricia Sarcione, bookkeeper; Chris Adams, from Edward Jones; Penny Williams, Tri-Town Times; Kate Thomas minutes.

Monthly meeting called to order. 2:06 PM

Visitor comments and questions.

1. Visit from Chris Adams, Edward Jones.
2. Approve minutes from July 17, 2018 meeting. Charlene moved to accept minutes. Bob seconded. Unanimously approved.
3. Director's Report
 - a. Stats were presented. Summer reading has been great, with particular increases in adult reading participants. We are participating in the Library card sign up challenge in the state of NH. The NH library that gets the largest number of new library card holders in the month of September will win a trophy and bragging rights.
4. Treasurer's Report: TD Bank paperwork and correct banking information is set up. Bookkeeper has adjusted how LPL funds are displayed in the profit and loss reports to clearly show the interest gains separately from the market gains.
5. Old Business
 - a. Consortium-The committee of staff members investigated the options available to Hampstead to potentially join a consortium. To join the larger GMILCS consortium, the joining costs are prohibitive. The smaller co-operative library group has more reasonable costs but perhaps wouldn't benefit our patrons enough to warrant the expense and the time to convert our content.
 - b. Clarification on interest spending was explained earlier by Chris Adams.
 - c. Storybook Garden policy- to be reviewed at the next meeting.
 - d. Video recording of programs-Staff members don't often attend an entire program so we are not sure if the entire program would be able to be recorded

successfully. Rosemary will ask the staff if anyone is available or willing to record the programs.

e. Project Update

- i. Path to the garden- Rosemary shared a photo of some of the work that has been done in removing brush. The removal of the brush so far doesn't seem to be helping with drainage, and Steve Harms doesn't have equipment to be able to resolve the problem. Rosemary will consult again with the town engineer Scott Bourcier to see what next steps will be. Motion by Bob that the money allocated for the path to be moved to a CD. Charlene seconded. Unanimously approved.
- ii. Painting second floor nearly completed.
- iii. LED lighting replacement progressing.
- iv. Workroom renovation planned for after Labor Day.

6. New Business

- a. 2019 Closing Calendar- Motion to accept the 2019 calendar as amended. Bob seconded. Unanimously approved.
- b. Job descriptions and organization chart. Motion made by Bob to accept revised job descriptions as determined in the work session on Tues August 7 at 9:30 am and the new organizational chart. Charlene seconded. Unanimously approved.
- c. Donation to Hopkinton Town Library to be tabled until more information is available about what the library needs after their devastating lightning strike and fire.
- d. Materials Borrowing Policy was read into record for the first time.

7. Donations by groups or individuals. Motion to accept donations as listed below by Charlene. Seconded by Bob. Unanimously approved.

- a. Acceptance of donations in memory – none at this time.
- b. Money in donation jar: \$42.20
- c. Books, audios & videos from various individuals
- d. Donations by groups or individuals:

8. Correspondence – none at this time.

Meeting adjourned: Motion to adjourn by Bob, seconded by Charlene. Unanimously approved at 3:47pm.

Next meeting: Tuesday, September 18, 2018 2 PM