



Board of Trustees
Meeting Minutes
February 19, 2019 2 PM

Monthly meeting called to order at 2PM. In attendance Natalie, Charlene, Bob, Brian, Jorge, guest Teresa McTamany; Director Rosemary Krol; Penny Williams TriTown Times; Minutes Kate Thomas; Library Friends Linda Skidmore, Barb Dennis, Marcia Blaine, Bev Bataglia, Faith Merchant, Ross Merchant, June Lahey.

Visitor comments and questions. Friends' President Marcia Blaine noted that they watched meeting Jan 15. They wanted to correct a few inaccuracies that they perceived from discussions from that meeting. Statement read by Marcia Blaine is attached. Also noted about the Christa McAuliffe program was specifically funded by Friends member Barbara Dennis in memory of Bob Dennis.

1. Approve minutes from the January 15, 2019 meeting. Motion to accept by Charlene, seconded by Bob. Unanimously approved.
2. Approve minutes from the January 28, 2019 work session. Motion to accept by Bob seconded by Charlene. Unanimously approved.
3. Approve minutes from the February 8, 2019 work session. Motion to approve with amendments by Charlene, seconded by Bob. Unanimously approved.
4. "Personal privilege" –Jorge Mesa-Tejada wanted to note that he feels that some of the RSAs that pertain to Library trustees and their points of order are not being properly attended to by the Library Board of Trustees. His concern is that the Trustees may be leaving themselves open for criticism if they don't pay close attention. Natalie, Bob, and Charlene agreed to continue the discussion in this venue, as compared to simply taking it under advisement. The trustees agreed to make sure they are clarifying these RSAs and making sure they are following proper email procedures and any

actions are properly followed. Charlene wanted to point out that it is important to maintain that the board is a group entity, not a voice of any one person. Jorge did resign as an alternate but he made it clear that he will make himself available as a consultant to help the trustees.

5. Director's Report

- a. Stats – Now includes 4 years. If it gets too confusing, we can go back to just three. Counts continue to go up.

6. Treasurer's Report

- a. Budget Report – The Library received the first disbursement from the town.

7. Old Business

- a. Deliberative Session - Need to do visual presentations, invite liaisons to our budget meetings. Need to attend budget and selectmen meetings when they are voting.
- b. Project Update
 - i. Workroom renovations - complete
 - ii. Outside of building – work has started to gather information and a plan needs to be developed.

8. New Business

- a. Polls – Glenn Gallo making signs to hold. Library will be there with a table. Rosemary going to ask if any staff want to help.
- b. Salary survey and position description questionnaire –future agenda item to set a time table for reviewing job descriptions.
- c. Communicating with Selectmen – Need to have better communications. We could go once a month to their meeting and speak about what the library is doing. If they couldn't attend our meetings as scheduled now, we will change our time.
- d. Memorandum of Understanding – Rosemary will put together a draft for the next meeting that the Board can go over.

9. Donations by groups or individuals. Charlene moved. Bob seconded. All in favor.

- a. Acceptance of donations in memory
- b. Money in donation jar: \$33.95

- c. Books, audios & videos from various individuals
- d. Donations by groups or individuals:

10. Correspondence

Thank Jorge Mesa-Tejada for all his contributions.

Meeting adjourned: Bob moved to adjourn at 4:10. Charlene seconded.
Next meeting: Tuesday, March 19, 2019 2 PM

This is the statement from The Friends of the Hampstead Public Library as read by Friends president, Marcia Blaine at the Trustees meeting on February 19, 2019.

We, the officers of the Friends, have listened to the Trustees meeting of January 15, 2019 and found several inaccuracies that we feel need to be corrected. We request that this statement be added to these minutes in its entirety and unedited.

There seems to be some confusion as to the role and function of the Friends. We are first and foremost, a 501(c)(3) organization and as such, separate and apart, and not governed by the library. While we have, and should consult with you, we are not obligated to honor all requests. They are simply that, requests, and voting members decide how and when our monies are dispersed so that we remain a viable and valuable asset to the Library.

At our business meetings we always have a library liaison there whose function it is to speak for the Director and to relay information to her along with a meeting report.

We have always kept the Director informed of our intent to conduct fundraisers, and always ask permission for things such as the monthly raffle, bake sales, the mannequin, fundraisers such as the auction, the casino, Barnes & Noble, etc.

Annually we provide a minimum of \$9-\$10,000 to enhance and support the library and our community.

The Thrift Shop alone has raised over \$100,000 since moving into the Library's basement in 2006. The Friends' volunteers work endless hours sorting, stocking, and presenting items in a professional manner.

It was mentioned at the last Trustees meeting that The Friends provided pencils and a few museum passes.

Yes, we did provide pencils but at a cost of \$203 this year alone and 10 of the 17 museum passes are fully funded by The Friends with an additional pass at half its' cost.

Here is a partial list of some other things funded by The Friends:

- * The electronic sign (\$21,000), the fence for the garden, the flowers and shrubs around the sign
- * The Summer Reading Program last year alone was \$3000
- * Two new defibrillators, pads and training for the staff added up to over \$2,400
- * We also provided \$745 for magnets and post-its that the library requested, and then restocked magnets at an additional cost of \$340
- * The Spring Read, the 1,000 books for the Kindergarten campaign came to \$750
- * Computers, printers, the printing for the warrant article campaign
- * Babysitting classes
- * Digital equipment to transfer pictures and videos
- * Audio equipment for this meeting room
- * The telescope
- * Original tables, then card tables
- * Art hangers

The list is almost endless.

Requesting \$27,000 in one year of our budget simply is beyond our scope of assistance. While membership is still active, fundraising efforts have been reduced for a variety of reasons and the thrift shop remains our primary source of revenue. We are constantly re-evaluating our bottom line to continue to be of service to the library.

Maintenance can mean different things to different people. Funds were requested by the library for the replacement of the chairs and tables for the meeting room, however, Friends' funds are not for library maintenance, and The Friends determined that they fall under that category. We do not dispute that they need to be replaced. They should be.

The Friends have always established new things for the library, and then if deemed successful the library incorporates these things into their budget. These have included a new collection of Large Print Books, a DVD collection, several data bases, Ancestry, Universal Classes and Transparent Language programs.

To imply that we do not act in accordance with our by-laws is incorrect.

If anyone is unaware of our contributions, we invite you to read our monthly minutes, come to a business meeting on the 2nd Tuesday of the month, visit the Thrift Shop or become a member and receive our e-mails.

We love the library, and always strive to do as many things as possible as evidenced by the attached list. For almost 57 years we have supported the library and the community as well. We hope to continue working harmoniously with the library for many more years to come.

Some of the things we have provided to the library and the community.

Electronic Sign to promote our Library, its programs and happenings
Yearly Thrift Shop, advertising throughout the store how much money we have raised for our library
Summer Reading Program -\$3,000
Spring Reading Program
Adult Summer Program
Museum Passes -
Movie License
2 new defibrillators, annually replacing pads and batteries
CPR Classes
Auctions promoting the library, not the Friend for several years
Conversion material for pictures, slides, etc.
Baby sitting classes- either instructor's salary or students discount
Assisted in the 2nd floor raising over \$30,000 and funding for a study room
Camera
Pencils, magnetics, post-its, paper
Donated to the 1,000 books before Kindergarden campaign
Computers, printers, cabinets
Nooks, Kindle
Large Print Collection
DVD Collection
Universal Class Software
Ancestry Software
Language Software
Flowers and Shrubs
Fence around garden
Telescope
Hats, Coloring Books, Tote Bags, Cards, Read Pins
DVD Cleaner
Hoover Steamer Cleaner
Wii Gaming System and Games
Coffee Pots
Art Hooks for Meeting Room
Art work around the Library
Repair of turn-table
Card Tables
Volunteers at fundraisers, including book sales, library forum meetings
Hats for Library of the Year, food and party supplies
Refrigerator