

## Freedom Public Library Trustees Minutes

April 14, 2022

### Draft Minutes

Present: Paul Mathieu, trustee/board chair; Maureen Elliott, trustee; Robin Waters, trustee/treasurer; Luane Genest, trustee/secretary; Cindy Fleming/ Friends of the Library; Chris Libby/ Library Director Excused: Ann Pierce

Paul called the meeting to order at 2:00 pm

### **Consideration of Minutes**

**A motion to accept the minutes as written made by Paul and seconded by Luane passed unanimously.**

### **Treasurer's Report**

- \*Robin presented the Operating Balance as of April 17, 2022.

- \*Town Hall will send allotted funds next week.

- \* Fire Extinguisher was inspected. Paul will review the invoice due to large increase in cost.

- \* Morrow Fund Update: Chuck Brooks sent a note to Mark at Thrivent to get the check. Robin will write a letter to the Morrows with all upcoming information as well as a thank you.

- \*Amazon has been updated to include Chris.

- \* Friends of the Library will be given first quarter reimbursement of \$2,805.99

**A motion to accept the Treasurer's Report was made by Paul and seconded by Luane passed unanimously.**

### **Chris presented the Director's Report**

### **Main Agenda**

- \*Chris presented the two applications he received for the Youth Coordinator position. Luane and Cindy will meet with Chris on Wednesday, April 20 2022 at noon to review them.

- \*Construction Update: Discussion on when construction will begin. Chris would prefer to hold off until after the Summer Reading Program. Paul will talk with Chuck about the start date, logistics, and process/steps.

\*Friends' Wish List: Chris requested an additional \$500.00 for additions and improvements to the "Library of Things". **A motion to request the additional \$500.00 was made by Paul and seconded by Maureen passed unanimously.**

\*Luane will send an email to Anne Cunningham requesting the additional \$500.00.

**\*A motion to approve the Collection Policy created by Chris was made by Maureen and seconded by Paul passed unanimously.**

\*Chris placed an ad for a new custodian. The closing date is April 29<sup>th</sup>.

\*Ann has requested to attend the NH Library Trustees Association conference on May 10, 2022. A discussion about whether or not funds are included in the budget was held. It was decided that the funds are available in the budget. The cost is \$50.00.

\*Friends of the Library biannual meeting will be held at the Library at 10:00 on April 30, 2022.

\*The Summer Reading Program's theme is "Ocean of Possibilities" Chris discussed changes made to the program from previous years in order to streamline the process.

\*Our next meeting is May 12, 2022 at 2:00.

**A motion to adjourn was made by Maureen and seconded by Luane passed unanimously.**



**Freedom Public Library**  
**Librarian's Report, Trustee List**  
**April 2022**

- The Winter Reading Program had a total of 24 registrants, with 11 participants, and a total of 487 minutes read in the month of February.
- I attended a 3D printer training at the NH State Library on March 22<sup>nd</sup>. The State Library will be resuming circulation of the 3D printers; I will be trying to get one for a week sometime during summer reading.
- See attached for details on this year's Summer Reading Program.
- I've coordinated with Sarah Groleau on this summer's book sale. We'll be collecting donations from Ducky Day until the beginning of Old Home Week. Sarah will be coordinating volunteers for sorting and staging the books.
- *Symphony of Spoken Words*, a poetry reading Zoom program for National Poetry Month, only had 4 people in attendance, but it was very well-received. I may make poetry reading a monthly thing, if I have enough time to coordinate it. Currently working on a program for May.
- I wish to add a few items to the Library of Things, as well as purchase cases for some items which will make it safer and easier to transport them. However, I realized that we did not specifically budget anything for that purpose, which means it would have to come out of the same line as other library materials. Would this be something for which the Williams Fund could be used? And should we plan on a small amount in future budgets specifically for the LoT?
- I'm planning on setting up a small section on the Adult Fiction windowsill to have a "Yard Sale" by donation. I'm unsure how long items will stay there...maybe 2 weeks at the most; but, if they are not taken, they need to go to the transfer station. (How exactly does transporting to the transfer station work?) We have a few items worth a decent amount...I'll try to figure out how to deal with those separately.
- I would like to get rid of most of the old monitors and random computer peripherals that are cluttering up the downstairs closet. I don't see a need to keep them, and if monitors are needed in the future, I would rather purchase new ones that aren't 10+ years old. Thoughts on the best way to dispose of these?
- The Friends of the Library will be having a semi-annual meeting on Saturday, April 30<sup>th</sup>. I'm working on a report for them. They'll be deciding on which museum passes to purchase for this year, among other things.
- 2 applications so far for the Youth Programming Coordinator position. When are we posting the Custodian RFP?
- Now taking proposals on where to put the sand barrel until next winter.
- A reminder that I'll be on vacation from April 24 – May 2. I'll be reachable by email, but I'm going to do my best to not look at it *too* often.