

## Freedom Public Library Trustees Minutes

March 10, 2022

### Draft Minutes

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

Paul called the meeting to order at 2:00 pm

### **Consideration of Minutes**

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

### **Treasurer's Report**

- \*Robin presented the Operating Balance as of March 6<sup>th</sup>.

- \*Robin will meet with Ann Cunningham next week to set up the budget after the Town Meeting.

- \*Robin met with Thrivent regarding the Morrow fund. Paperwork was signed for depositing of funds so that a Public Hearing can be scheduled to accept the funds.

- \*Amazon will be updated to include Chris.

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

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

It was discussed the Town Allocation Expenditure will be given to the library soon after the Town Meeting.

### **Main Agenda**

Ann and Luane have been working on language for background checks.

If HB 1529 (All library volunteers and employees must have a background check) passes the decision will be made for us.

Paul suggested we create a task force to develop language for our policy. Language to consider: Staff members should not be alone; volunteers should be with another person. We need to have clarity between Friends and Library. Luane, Ann, and Cindy will work on this.

We will all attend the Town Meeting on March 12<sup>th</sup>.

Upgrades will be discussed at the Town Meeting. Library trustees are requesting 20,000 as is written in the Town Report.

Hiring of a custodian. Chris will prepare an RFP and post on Freedom Bulletin Board and on the Library website.

Masking policy will now state, "The wearing of masks is strongly recommended."

Chris will prepare the job description for a youth programmer. Robin will assist Chris. Chris expects the position to be 5 to 10 hours a week depending on the time of year.

The Trustees are open for a special meeting for hiring purposes.

Chuck will see Morrow project through completion,

Our next meeting is April 14, 2022 at 2:00 pm.

A motion to adjourn made by Luane seconded by Ann passed.



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

- The new website is up and running. Some links to PDFs may not have transferred over to the new format; I'm doing my best to catch and replace those as they come up. Please let me know if you would like any changes made to the Trustees page.
- The 2021 Public Library Survey data has been submitted to state library. I'm attaching a copy of the data for your reference. No further action is needed with this information, unless there's a specific forum in which you'd like to use it.
- Granite State Glass replaced the tabletop downstairs. I forgot to mention that the corners of the table were rounded, so the corners of the glass are not, but I think it works just fine.
- One of the legs on the table in the back of the Children's Room broke. Bill Barrett is working on repairing the table and securing the legs. Failing that, we may need to seek out a replacement.
- Ver-Tran out of Norway, ME will be coming on 3/7 to work on the elevator. All-Ways Accessible NSM was originally contacted, but was unable to do the repair in a timely manner due to staff shortages.
- I'm officially a Notary Public for the state of New Hampshire. I've ordered a stamp; as soon as it gets here, I should be able to start notarizing things. I do want to have some time to read the manual thoroughly, and set up a webpage that outlines the notarial services I'm willing to do.
- Programs in the works include a reading for National Poetry Month at the beginning of April via Zoom, and a Friends program on Loons to be held in early June, date & location TBD.
- Preliminary work on Summer Reading has started. This year's theme is "Oceans of Possibilities."
  - The Summer Reading Kickoff is tentatively scheduled for June 16<sup>th</sup> or 17<sup>th</sup>, depending on whether the school has to make up any snow days. Not planning anything big, more just a party and signups for Summer Reading & other community activities.
  - Weekly SRP events will (hopefully!) include Writing Workshop, Preschool Storytime, Teen Game Night, and Fun Fridays. Movies and food-related activities will depend on how COVID is doing at that point.
  - I have Steve Blunt scheduled for the Wednesday of Old Home Week; Friday of Old Home Week is still TBD.
  - I plan on changing the general format of the Summer Reading Program so that it's not a free-for-all madhouse of glass jars and clogged circulation desk all summer. Still working out details...I expect some will not be happy with the changes.
- There is some sort of alarm in the downstairs kitchenette. It plugs into an outlet, and also requires a battery (which it doesn't have). I don't know what it does; does anyone have some insight?