



Nesmith Library Board of Trustees

**TUESDAY, January 14, 2020
FINAL Meeting Minutes**



Present

Trustees: Michelle Stith (Chair), Karen Moltenbrey (Assistant Chair), Mark Branoff (Treasurer), Catherine Robertson Souter (Recording Secretary) Alberto Chang (Assistant Treasurer), Tara Picciano (Corresponding Secretary)

Absent: Beth Talbott (Member-at-large)

Director: Sylvie Brikiatis

Assistant Director: Nancy Vigezzi

Staff members: Maria Schroeter, Adult Services Librarian

Call to Order: The meeting was called to order at 7:06 pm

Mission statement: read by M. Stith

Approve minutes of the November and December meetings:

Motion made: by M. Branoff to approve both meeting minutes as printed, T. Picciano second, **Vote:** 6-0 in favor

Accept new gifts:

- Gift from Patricia and Thomas Barstow for the Anne R. Barstow Named Fund in the amount of \$250.00
- Discussion held regarding Named Fund, efforts to turn the money over to the Windham Endowment, how money is supposed to be invested, where the original paperwork would be held.
- Suggestion made by M. Stith to move the discussion to the finance committee

Motion made: by K. Moltenbrey to accept the donation of \$250 from the Barstows. Seconded by A. Chang. **Vote:** 6-0 in favor.

Review correspondence:

- No correspondence

Reports:

F.L.O.W. Report:

- M. Stith reported:

- M. Stith does attend FLOW meetings to increase cross-communication and to work on Strawberry Festival planning
- Next SF meeting is Monday, January 27th at 6:30 pm in library
- Festival will be June 6 upon approval by SAU
- Book Fair will be February 13-15
 - More people are needed to help set up on Wednesday, Feb 12, 3-8 p.m.
 - (Volunteer hours for teens)
 - Donna Gogas is coordinator

Staff Report:

- Report given by Maria Schroeter, Adult Collection Development and Adult Programming, AKA Adult Services
 - Book buying is one part of her job which includes curating the "adult" collection, including DVDs, which includes removing items that are worn out, making sure the collection is kept current, keeping up with new publications, best sellers, webinars, etc.
 - Programming - this area of her position is growing and getting busier
 - In 2019 the library had 43 programs and 767 attendees. This is up from 22 programs and 432 attendees in 2018.
 - Summer reading saw 472 books read by 118 readers and 178 attended programs (also nearly doubled from previous years).
 - Started a learn to knit club - first Tuesday of the month with Renee Reagan
 - A book group meets second Wednesday of the month - generally has 10-12 that comes each month.
 - Crafting sessions have seen strong attendance.
 - Wreath craft in December - had many early 20s - which is a hard demographic to get
 - Partners with Windham Historical Society, to do some programming together, since both groups are looking for younger demographics
 - Did a program Hidden History of NH Seacoast (23 people)
 - Trivia Night brings in good group, sponsored in part by FLOW
 - FLOW also helps us with a budget that allows us to bring in bigger names and programs
 - Question from A. Chang: what gets the best turn out? Times or days of week?
 - A: It really depends on the subject - if it is locally connected, that gets more interest.
 - Movie nights and most authors do not (unless about local subject matter)
 - Works with seniors and with Cheryl Haas
 - The self-care movement and cooking at home are becoming big things
 - There will be a program with historical society in March - about bears in NH
 - Adult murder mystery dinner in March 25
 - April 16 - NH Humanities program - votes for Women - 100th anniversary of 19th amendment

Director's Report:

- Flag pole was knocked nearly over in a recent windstorm. Dennis Senibaldi from town maintenance is going to see if he can replace the base piece. It did not cause any injuries or damage to property.
 - A tree also fell on the side lawn and D. Senibaldi had it removed.
- Personnel: starting staff evaluations - handed out staff self-evaluations which have been updated. Plan is to be completed with the process and meeting with all staff by mid-February.
- Staff reports - Laura will attend next month - her job has changed and expanded. After that tentatively Elaine and then Cindy.
- Seal coating - was able to encumber money from this year's budget to pay for seal-coating in spring.
- Bill in front of NH legislature proposes that anyone who is non library personnel would be required to have background check to be in library if they are going to have any incidental contact with minors.
 - Azra will talk to the legislature about the impact this bill would have on libraries
 - This would have negative impact. The checks cost \$25-50 and are only good for 60 days. This is a criminal check.
 - S. Brikiatis does not believe this will make it out of committee.
 - M. Branoff said that NHLTA will also speak against the bill
- Another bill asks that the probation period for new hires be limited to six months and if fired in that time, be allowed a public hearing.
 - This may also not go out of committee because each town has its own rules and the state generally does not look to intervene in local control.
- Looking for invoice for LED lights for first section of new lighting and is working with EverSource to replace further lights.
- A. Chang - noted that it was a good idea to have notation about weather- related closings in the statistics on library usage so that comparisons can be made month to month and year to year.
- Update on job positions posting - has had two responses so far to the posting.
- The new positions within the library are working well so far with the changes in children's room
 - There is a proposal to create a "tween" space
- Questions regarding job posting - having one person cover two positions - would it be hard to find one person to do both, how would the pay grade work out since the two positions are at different pay scales?
 - S. Brikiatis explained that the listing gives the option for more or fewer hours and that if it was one person, he/she would be paid at the higher rate since the time would probably include planning etc.

Treasurer's Report:

- Last manifest was signed as of last week
- For 2019, 100% of year has passed and we have spent 94.68% of the appropriation.
 - Some of the money returned was due to personnel budget and positions not being filled
 - The library remains in compliance with RSA 32:7

New Business:

Staff Volunteer Policy: What is the policy for staff volunteering?

- In the past, a volunteer position had been paid but that was a one-time thing
- Staff is allowed to volunteer with FLOW or any other organization

Old Business:

Publicity Committee update:

- Advocacy project should move forward?
- K. Moltenbrey and C. Robertson-Souter will meet to further plan steps

Announcements:

- Filing period is January 22-31. (M. Branoff and B. Talbott will be up for re-election)
- Next Trustee meeting is February 11, 2020 at 7:00pm at Nesmith Library

Meeting adjourned at 8:21 p.m.

Respectfully submitted,
Catherine Robertson Souter

FINAL minutes approved February 18, 2002