

Pease Public Library

Board of Trustees

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Date: September 16, 2021, 4:00pm-

I. Call to Order

- a. Roll call, introduction of guests, approval of agenda- the meeting was called to order at 4:03 p.m. In attendance were Quentin Blaine, Winnie Hohlt, Bridget Powers, Charlene Whitman and Diane Lynch.
- b. Correspondence- none
- c. Public Comment (as allowed by Chair) - none
- d. Quentin made a motion to accept the August 19 meeting minutes, seconded by Charlene and all in favor.

II. Reports

- a. Financial (see statements).
- b. Director's Report- Diane shared the Bond Payment Schedule with MVS.B.
 - i. Circulation Statistics- stats have been picking up in general. Nicole is developing a following. Museum passes, especially Squam Lakes Science Center, have been increasingly used lately. See Director's Report.
 - ii. Personnel –Non-public session - n/a
 - iii. Programming – Summer Reading wrap-up
 - iv. Maintenance – Carpeting project is complete. A pane of glass was broken on the Russell Street side of the building for which a police report was filed. The security camera footage was reviewed and the source of the damage could not be observed. Granite State Glass is engaged to make a repair when they are able to obtain replacement glass.

III. Action Items: those needing motions and vote

- a. Will the Trustees accept the \$ 1,272 in donations? Bridget made a motion to accept the donation, seconded by Charlene and all in favor.
- b. Will the Trustees approve the proposed department budget for FY 22-23? Quentin made a motion to approve the proposed budget with one correction, seconded by Bridget and all in favor.
- c. Will the Trustees agree to complete the Director's evaluation? Trustees agree to complete individual Library Director Evaluations and submit to Winnie, ideally in the next couple of weeks, to be collated and submitted to town hall.

- d. Will the Trustees agree to purge patron records of fine holders prior to 2014? The trustees agree to purge patron records.
- e. Will the Trustees agree to abolish fines on DVDs and Blu-ray permanently? The trustee agreed to abolish the fines that are currently in place for DVDs and Blu-ray. The fine currently in place for the telescope will remain in place. The YLLA has recently agreed to fund some replacement materials and programming. Diane had staff prepare a proposal for them for slightly over \$3000.
- f. Will the Trustees vote to accept the Web Services Agreement with IDC/EB2Gov as presented? Bridget motioned to accept the Web Services Agreement, seconded by Charlene and all in favor.

IV. **Old or unfinished business** none

V. **New Business** none

VI. **Summary List** see above

VII. **Announcements-**

VIII. **Next Meeting Date: Oct. 21, 2021 @4:00 pm**

IX. **Adjournment** the meeting was adjourned at 5:07 as motioned by Quentin, seconded by Charlene and all in favor.