

Pease Public Library, Board of Trustees, Minutes of December 19, 2019 meeting, 4 p.m.

Present: Winnie Hohlt, Quentin Blaine, Amey Bailey, Joan Bowers, and Diane Lynch via speaker phone

1. The minutes of November 21, 2019 were approved as distributed. [Quentin moved, and Amey seconded]

2. Trustees decided to cancel their scheduled January meeting since Winnie will be away. If necessary, a meeting could be held on the 4th Thursday of the month after she returns.

3. Diane reported that the library would be receiving a check for Jordan Tirrell-Wysocki's fiddle presentation on "Songs of Emigration." \$200 will be covered by a NH Humanities Grant, and the library needs to pay \$45 for travel expenses. Amey will check to see if he might be open to some kind of fiddle workshop to be done with local children in conjunction with his visit.

Trustees voted to allow Tanya to carry over 18 additional hours of vacation into the next calendar year. [Quentin moved, Joan seconded] Trustees pointed out the importance of flexibility in scheduling such vacation time at times that would not inconvenience library programming and scheduling.

Diane reported that she is now requiring 3-month planning periods for the library, so schedules can be planned and known 3 months in advance.

Programs are coming up on Recycling (February) and The Woman Who Dares (March).

Trustees voted to accept funds and donations in the amount of \$680. (Winnie moved, Joan seconded]

4. Financial reports – Quentin reported that finances look quite good. He has added an extra column for the FY 2020 budget which better shows certain line items.

Numbers of patrons appear to have gone down but are now more accurate.

5. Diane went through the annual report to the town and explained the patron registration numbers. Some patron registrations went back into the 90's and if there was a fine on the record, it took quite a process to remove the fine/record.

Trustees expressed appreciation for Diane's efforts to make statistics more accurate. Collection numbers are also down a bit since there has been some heavy weeding and some replacement of items with much more up-to-date material.

Other numbers – like usage of community rooms, computers, etc. are all up. There was a lot of programming in the past year! Gifts and donations tend to remain steady. Diane will be sending out a narrative report for the Town's annual report and is trying to squeeze everything the library has done this year into the one-page format required!

Diane has attended the first work session for department heads and the budget process. January 27 is the public budget hearing at Town Hall.

Amey and Quentin need to register at Town Hall from January 22 to January 31 in order to get their names on the ballot.

The town has paid the painter his 50% deposit, so he will start painting in the library on the first weekend in January. It may take him two weekends. No art will be installed while he is working there.

The next meeting, unless otherwise called, will be February 20, 2020 at 4 p.m.

The meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Joan Bowers, Secretary