

Pease Public Library Board of Trustees

Date: January 19, 2023, 4:00pm-

I. Call to Order

- a. Roll call, introduction of guests, approval of agenda-
- b. Approval of January's Minutes-added Doug to roll call (error)
- c. *Present:* Doug, Ann, Quentin, Diane, Charlene
- d. Correspondence-
 - i. NH Charitable awarded us \$10K grant to update patron and staff computers
 - ii. Letter of resignation from Allison Reilly (Asst. Director)
- e. Public Comment (as allowed by Chair)

II. Reports

- a. Financial (see statements)-Quentin
- b. Director's Report (see Report)-Diane
 - i. Circulation Statistics- 4,030
 - ii. Personnel –
 1. Non-public-Yes: Motion-Ann , 2nd-Quentin, All in favor @ 4:34, until 4:49
 - iii. Programming –
 1. Adult Fall programming is set through October 2023
 - iv. Maintenance – HVAC filters & cleaning (see Action Item "d.")
 - v. Other - Supervised visits (Family Court) frequent at the library. Using the kitchen to make
a meal. No issues, but concerning. Should we have a policy?

III. Action Items: those needing motions and vote

- a. **Will the Library Trustees vote to accept donated funds in the amount of \$155**
YES...Motion-Quentin, 2nd-Ann, All in favor
- b. **Will the Trustees vote to offer a \$100 honorarium to Dr. Richard Lobban for his program The Wagner Group? YES...**Motion-Quentin, 2nd-Doug, All in favor
- c. **Will the Trustees accept Rebecca White's conference funding proposal and agree to fund it in the amount of \$870? YES...**Motion-Quentin, 2nd-Doug, All in favor
- d. **Will the Trustees agree to allow the closure of the library for one day for scheduled duct cleaning and to pay the regularly scheduled employees for this day of closure?**
YES...Motion-Ann, 2nd-Charlene, All in favor

IV. New Business-

V. Summary List of decisions made, directives and actions to be completed with deadlines

- a. Work on a new policy for supervised visits
- b. Diane will set up meeting to accept the \$10K grant, 15 minutes before next meeting (b/c it's over \$5K)

VI. Announcements-

VII. Next Meeting Date: Feb 16, 2023 @4:00 pm

VIII. Adjournment @ 4:52