

## Pease Public Library Board of Trustees

Date: February 16, 2023, 4:00pm

### I. Call to Order

- a. Roll call-Charlene, Ann, Doug, Quentin, Scott, Diane, Becky, introduction of guests, approval of agenda- Scott Weden, Town Manager
- b. January 19 and 30 Minutes Approval- **YES...Motion-Ann, 2nd-Quentin, All in favor**
- c. Correspondence-Unanticipated funds received from NHCF, Bernice Clay Fund for Lifelong Learning, Durgin Trust
- d. Public Comment-None

### II. Reports

- a. Financial-Doug (see statements)
  - i. Both town and library budget are ahead
- b. Director's Report-Diane
  - i. Circulation Statistics- 4,483
  - ii. Personnel –
    1. Non-public- yes @ 4:32, end @ 4:48
  - iii. Programming – Successful
  - iv. Maintenance – HVAC system a challenge, investment needed
    1. Suggestion that Laconia Refrigeration not the only quote (\$12,770) we get b/c they aren't guaranteeing 1 year's maintenance and parts on the purchase
    2. Rowell & DenRon, recommended by Scott, for additional quotes
    3. This is an urgent situation, no heat in the Children's Room.
    4. "Balance Remaining" in the Equip-Maintenance & Repair line is only \$8,451.95...not enough to cover a new HVAC System/Heat Pump. We have \$8+K in the Computer Line b/c Diane has gotten grants to cover computer expenses. If we take that money and use it to add to Maintenance line for HVAC, we then would have approximately \$16,700
    5. Ann-we can have a quick meeting to find/spend the money after a quote from DenRon, hopefully soon. Scott said he'll reach out from Town Hall to DenRon and say the town library has an "urgent" need to hopefully speed up the process

### III. Action Items: those needing motions and vote

- a. **Will the library Trustees vote to accept donated funds in the amount of \$16,546.79? YES..Motion-Doug, 2nd-Quentin, All in favor**
- b. **Will the Trustees vote fund the projects presented by our Youth Services Librarian for a grand total of \$1,100? YES...Motion-Quentin, 2nd-Ann, All in favor**

- c. **Will the Trustees agree to the replacement of the HVAC indoor unit that controls the children's room climate? (These unit replacements typically cost between \$5000-\$6,000) NO**
- IV. **Summary List** of decisions made, directives and actions to be completed with deadlines
  - a. We will schedule an additional meeting as soon as we have a quote from DenRon, to vote on the HVAC replacement
- V. **Next Meeting Date:** March 16, 2023 @4:00 pm
- VI. **Adjournment-4:55...**Motion-Ann, 2nd-Quentin, All in favor