

Pease Public Library Board of Trustees

April 17, 2024 4:00pm

I. Call to Order

- a. Roll call (Becky, Abigail, James, Charlene, Ann)
- b. Approval of agenda-YES...**Motion-Charlene, 2nd-James, All in favor**
- c. Accept the [minutes](#) from the February meeting? YES...**Motion-Joyce, 2nd-James, All in favor**
- d. Public Comment-None

II. Reports

- a. Financial (see statements)...no digital copy. Becky printed report from C&D
- b. [Director's Report](#)-
 - i. Circulation Statistics- 4924 total
 - ii. Programming – National Library Week in April
 - 1. Mystery Book Group-3rd Monday of every month, starting in May
 - 2. After hours adult movie night starting in June
 - iii. Maintenance – Nothing new to report
 - iv. Personnel – Signing of PAFs for Employees for next FY
 - 1. Non-Public Session (4:35-4:42)
 - v. Policy-
 - 1. Updated [Volunteer Policy](#) to remove the option of volunteers under the age of 18, due to the legalities around it, doesn't apply to PRHS students getting community service hours from NHS

III. Action Items: those needing motions and vote

- a. **Will the Trustees vote to accept \$34 in donations?** YES...**Motion-James, 2nd-Joyce, All in favor**
- b. **Will the library Trustees approve the updated Volunteer Policy?** YES...**Motion-Charlene, 2nd-Joyce, All in favor**

IV. New Business-

- a. NH Library Trustee Association Conference on Wednesday June 5th at the Grappone Center in Concord
https://nhlta.wildapricot.org/resources/NHLTA_SpringConfbrochure_2024.pdf
- b. Treasurer discussion
 - i. Need to replace Quentin, he sent a [memo](#) to explain the steps
 - ii. James...**Nominated by Ann, 2nd by Joyce, All in favor**
- c. Employee review forms for us to fill out re: Becky White. Have back by Friday April 26

- V. Summary List** of decisions made, directives and actions to be completed with deadlines
- a.** Ann will go to Northway to cancel all credit cards and get one new one in Becky White's name, still have the one in Diane's name
 - b.** What is happening with the alarm system? Ann will contact Advanced Alarms again to hear
- VI. Next Meeting Date:** May 15, 2024 @ 4:00 pm.
- VII. Adjournment-YES...Motion-Joyce, 2nd-James, All in favor @ 4:45**