

# Pease Public Library Board of Trustees Minutes

May 15, 2024, 4:00pm

- I. Call to Order
  - a. Roll call: **Ann Petrou, James Koren, Scott Weden, Becky White, Joyce Weston, Abby Batchelder**
  - b. Accept the minutes from the April meeting, as amended by Ann: **Yes. Motion by Joyce, Second by James**
  - c. Public Comment: **none**
- II. Reports
  - a. Financial: **Needs review. Dates confusing.**
  - b. Director's Report: **April vacation quiet**
    - i. Circulation Statistics – **4779 total: somewhat down but not abnormal**
    - ii. Programming – SRP is coming
    - iii. Maintenance – **Small issue with the downstairs bathroom: Discussion of parking lot surfacing, which has been paid for but not done. Looking for maintenance company for lawn. 3 Lakes too expensive. Mika came in at \$3,700**
    - iv. Personnel – **Signing of PAFs for Employees for next FY: Done**
- III. Action Items: those needing motions and vote
  - a. **Will the Trustees vote to accept \$318 in donations? YES, motion by Joyce; Second by James**
  - b. **Will the Trustees vote to accept \$300 for the NH Humanities? YES, motion by James; Second by Joyce**
  - c. **Will the Trustees adopt the Document Retention Policy? town attorney to review before we vote.**
  - d. **Will the Trustees approve the Technology/Reference Librarian job description? YES, motion by James; Second by Joyce**
- IV. New Business- **Preparation for NHLTA conference; reimbursements**  
**New program idea: plant propagation**
- V. Summary List of decisions made, directives and actions to be completed with deadlines

**VI.** Announcements-

**VII.** Next Meeting Date: June 19, 2024 @ 4:00 pm.

**VIII.** Adjournment: **4:25pm; motion by James; Second by Joyce**