

Barrington Public Library  
Board of Trustees Meeting  
April 19th, 2016  
Accepted Minutes

**Present:** Althea Sheaff (acting Chair in Ron St. Jean's absence), Leigh Elliott, Fran DiTursi, Peter Royce, Robert Drew, alternates Traci Bisson and Victoria Sellers (voting) Sam Boduch (6:09pm arrival), Library Director Amy Inglis, and Selectman Dawn Hatch.

Absent: Ron St. Jean

The meeting was called to order at 6:05pm. The minutes of March 15th, 2016 were accepted with corrections in a motion by Fran and seconded by Peter and passed on a voice vote. The non-public minutes were accepted with a motion by Peter and seconded by Robert and passed on a voice vote.

The Treasurer's report was reviewed and noted that \$325.00 debit of the checking account reflects fees for Trustees attending the NHLTA conference on May 23rd, 2016.

**Donations: Accept donations totaling \$339.00 (itemized below) in a motion by Fran, seconded by Sam and passed on a voice vote.**

- 3/15/16 \$200.00 Romaine Donation (no specified use)
- 3/24/16 \$12.00 \$2.00 notary donation/\$10.00 change jar
- 3/31/16 \$14.00 \$9.00 bee presentation/\$5.00 change jar
- 4/7/16 \$75.00 magazines/S. Gaudiello
- 4/14/16 \$38.00 \$25.00 Belford/\$13.00 change jar

**Public comment:** Dawn Hatch stated that she had a productive breakfast meeting recently with Traci Bisson and Marie Harris to discuss the future of the library and town hall.

**Building committee update:** Briefly discussed ideas on opening communication lines between the Board of Library Trustees and the BOS. Plans to hopefully have both boards meet in May are being formed. The discussion is tabled until we discuss new business further into tonight's meeting.

**Foundation update:** Still seeking a 7th person to join the Foundation. Several potential candidates are however interested and will hopefully attend the Foundation meeting in May.

The marketing meeting for the Foundation that occurred on April 5th, 2016 was productive and will contribute to a business plan for the Foundation.

A recent field trip to the new Durham library with Kim Nicols to research building design, attributes and function was successful. The Durham library is open to being a resource to the Foundation as needed.

Research on other NH library foundations is being conducted by three UNH technical writing students as part of a class assignment. This will be used as part of the Barrington Library Foundation business plan. The students will be making their presentation is on May 4th, 2016 at 11:10am. The Board of Library Trustees are welcome to attend. They are also drafting a door knocker/brochure on the benefits of the library.

Still seeking more donations for Team Stonewall Surveying fundraiser for Foundation. Karl Arndt has agreed to match up to \$2,000.00 of the donations that are collected between April 1st and May 14th, 2016. Traci to continue seeking support to ensure the maximum amount of the match can be obtained.

The next meeting for the Foundation is Tuesday May 10th, 2016 at 6:00pm at the library.

**Director's Report:** Wendy has been successful in securing a grant, a local business donation, and a partnership with the ECLC to provide summer reading program events. Inventory will be complete by the end of the week. The Hoopla digital service is running well, Amy sees children's items as most popular through Hoopla currently. Patrons were able to pay off fines this month using canned goods as payment, and Amy is donating a large box of food to the Barrington food pantry.

The custodial position has been open for the past two weeks and Amy has several well qualified applicants. The question is posed to the board to set a start date for the new custodian, once a candidate has been selected, while waiting for their background check to come back. It is discussed that background checks can take up to 2-3 weeks before they are completed. The board discusses the implications of hiring the custodian prior to the background check being completed. Traci states her concern for hiring without the background check being completed before the employee's start date. Amy will be conducting interviews during the next week and checking references for the selected candidate. The board authorizes Amy to hire the candidate of her choosing to begin before their background check has been completed. However, this will be conditional upon an eventual adequate background check to be completed before the employee's probationary period is up. This decision passed on a motion by Peter, seconded by Sam and passed on a voice vote.

**Old business:** Carpooling to the NHLTA conference on May 23rd, 2016 is planned.

**New business:** Proposing a joint meeting with the Library Board of Trustees and the Barrington Board of Selectmen to discuss ideas about building a new library as a freestanding building or possibly a shared structure for both the Library and Town Hall. Selectman have all been invited to meet at the library on Thursday May 19th, 2016 at 6:00pm. Plans to draft an outline prior to the meeting are suggested to ensure the Library Board of Trustees is presenting their ideas about a new library as a united front. It is confirmed that the Library Board of Trustees will meet also at their regularly scheduled monthly meeting as well, on May 17th, 2016 at 6:00pm.

Traci makes a request of the Library Board of Trustees to consider making a donation towards a year long program that she is applying for with "Leadership New Hampshire". If she is selected by the organization to attend the program, there is a fee of \$3850.00 associated. Traci states that the program will provide education and networking skills that will be key in facilitating her role as the Chairman of the Library Foundation. Traci notes that Ron St. Jean also wrote a letter of recommendation for her application as well. The board agrees that they do wish to support Traci in this endeavor as it will contribute to her skillset as she builds the Foundation and it's goal to build a new library. The board asks that future donation requests for items such as this be brought to their attention prior to meetings for adequate consideration time. A donation of \$850.00 is agreed upon in a motion by Robert, seconded by Sam and passed on a voice vote.

A motion to adjourn (m/s Robert/Sam) passed on a voice vote at 7:39 PM.

Minutes recorded by Leigh Elliott  
Next meeting May 17th, 2016