

Barrington Public Library
Board of Trustees
March 20th, 2018
Adopted Minutes

Present: Sam Boduch, Lindsey Maziarz, Susan Frankel, Lydia Cupp, Leigh Elliott, Robert Drew and Library Director Melissa Huette

Also present: Peter Royce, Selectman George Bailey and Barrington resident Karolina Bodner (7:15pm arrival)

Absent: Traci Bisson

The meeting was called to order at 6:07pm

Leigh made a motion to nominate Lindsey to be appointed as board President, this was seconded by Sam and passed on a voice vote.

Lindsey made a motion to nominate Leigh to be appointed as board Vice President, this was seconded by Susan and passed on a voice vote.

Lydia made a motion to nominate Susan to be appointed as board Treasurer, this was seconded by Lindsey and passed on a voice vote.

Lindsey made a motion to nominate Lydia to be appointed as board Secretary, this was seconded by Leigh and passed on a voice vote.

The minutes from the February 20th, 2018 meeting were accepted in a motion by Susan, seconded by Sam and passed on a voice vote.

The non-public meeting minutes from the February 20th, 2018 meeting were accepted in a motion by Lindsey, seconded by Sam and passed on a voice vote.

Donations totaling \$76.00 were accepted in a motion by Robert, seconded by Sam and passed on a voice vote.

Date	Amount	Source
2/20/18	\$31.00	\$15 Olive Titlar \$16 change jar
3/5/2018	\$20.00	\$20 change jar

3/12/2018	\$25.00	\$20 magazine (Doane) \$5 change jar
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Public Comment: George Bailey congratulated the winners from the Town Election held on March 13th, 2018 and thanked them for their civic service to the town. George also mentioned that the new chairperson for the Board of Selectmen will be designated at the next Board of Selectmen meeting on March 26th, 2018.

Friends update: The Friends is pleased to be collaborating with the Bloomers again, this time on a new event, "Books in Bloom." The Bloomers will be creating flower arrangements at their April 18 meeting, each inspired by a book, and the results will be on display in the library that week. Then on Saturday, April 21, there will be a short program open to all and a silent auction of the flower displays.

The Friends annual perennial sale is set for Saturday June 2nd, 2018 from 8am-12pm in the town gym. Volunteers are needed to assist in setting up for this event on Friday June 1st from 2-6 pm.

Raffle baskets items are being gathered for the Spring Raffle baskets. The baskets will center on three themes: Summer Fun, Children at Play, and Just Gift Certificates. Tickets are expected to go on sale in mid-May, with winners being drawn at the Summer Reading Program Kickoff event in late June.

Foundation update: As of the last meeting held in early March, just over \$200,000 has been pledged and committed to the building of the new library facility. The next meeting is scheduled for March 27th at 6pm at the library.

Treasurer's Report: Payment to Sandi of \$4250.00 is missing from the report (TD Bank General Operations). Susan to make correction. The Treasurer's report was accepted with corrections in a motion by Robert, seconded by Sam and passed on a voice vote.

Director's Report: Melissa has found a candidate for the open desk clerk position. A motion is made by Sam to approve Kristin Montesano (grade 5/step 1, \$10.04 per hour) for hire conditional upon a satisfactory background check. This motion is seconded by Lindsey and passed on a voice vote. Melissa is planning for a mid-April start date for Kristin.

An estimate has been received to paint interior walls of the library from Bonnie Gustafson for \$425 plus materials (approximately 17 hours of labor). Melissa would like to use funds from the town budget (line 4431- Building Maintenance and Improvement) to cover costs. Bonnie can begin painting on Saturday June 2nd after 3pm and Saturday June 3rd. She expects to also need Saturday June 9th after 3pm to complete the project. The board agrees to this amount once logistics of who will be responsible for overseeing the project and opening and closing the library as this work will be conducted after regular library hours.

Keys for the library are allocated to Lindsey Maziarz, Leigh Elliott and Robert Drew to use if and when needed when the alarm has been triggered. Melissa provided steps to follow when this happens as well as the passcode to use when needed.

The former library director was a Notary Public and this has served the residents of Barrington well for many years. This is a free service offered by the library which typically induces a donation to the library. A motion is made by Robert to approve Melissa becoming a Notary Public, of which costs should not exceed \$200. The motion is seconded by Susan and passed on a voice vote.

Old Business: Susan Frankel, Lydia Cupp and Sam Boduch were elected as Library Trustees at the recent town election, March 13th, 2018. Also, the Library technology capital reserve request for \$3,000 passed. Susan Frankel (primary) and Lindsey Maziarz (secondary) have been assigned as signatories to the Library Trustees accounts at Federal Savings Bank and TD Bank.

Passing of the torch ceremony to honor former library director Amy Inglis and to welcome the new library director Melissa Huette will be held on Saturday March 24th at 10:30am. Refreshments are being provided by the Friends of the Library. Trustees will arrive beforehand to assist in setting up for the event.

New Business: Plaques to recognize and celebrate the many years of service from Amy, Ron and Peter are being created. Lindsey makes a motion to approve the allocation of funds, no more than \$200, for tribute plaques for Amy, Ron and Peter. The motion is seconded by Robert and passed on a voice vote.

Lindsey will alert Foster's Daily Democrat of the passing of the torch ceremony on March 24th, 2018.

Karolina Bodner would like to join the Board of Trustees as an alternate. Sam will contact John Scruton regarding this and seek to have her appointed for a one year term at the next Board of Selectmen meeting, Monday March 26th, 2018.

NHLTA upcoming workshops and events:

NHLTA Regional meeting Wednesday April 11th, 2018 at 6:30pm Epsom Public Library (RSVP to s.gaudiello@nhlta.org)

Trustee Orientation Saturday April 28th, 2018, 10am-2pm at the Hooksett Library (register online)

NHLTA Spring conference Monday May 14th 2018 8am-9am breakfast and registration, conference and workshops from 9am-3pm. Radisson Hotel Manchester NH (register via form downloaded on NHLTA website) *registrations due by April 27th, 2018

A motion to go into non-public session (RSA A:3 II c: reputation) is made at 8:08pm by Sam, seconded by Robert and passed on a voice vote.

A motion to enter back into public session at 8:17pm is made by Lindsey, seconded by Lydia and passed on a voice vote.

Sam made a motion to adjourn at 8:21pm, seconded by Lindsey and passed on a voice vote.

Next meeting April 17th, 2018

Minutes recorded by Leigh Elliott