

Barrington Public Library
Board of Library Trustees Meeting Minutes
June 21, 2022

Present: Trustees: Susan Gaudiello, Chair, Susan Frankel, Robert Drew, Karen Towne, Lydia Cupp, Trustee Alternates, Melanie Haley, Sam Ronda, Library Director, Melissa Huette and Selectman, George Bailey. Absent: Karolina Bodner

The meeting was called to order at 6:20 pm by Chair Susan Gaudiello.
Sam Ronda was designated to serve as a voting member in place of Karolina Bodner.

Meeting Minutes: Susan F. made a motion to approve the public meeting minutes from May 17, 2022, seconded by Lydia, and the motion passed.

Donations: Robert made a motion to accept donations of \$520.64 seconded by Sam and the motion passed.

Treasurer's Report: Susan presented the Treasurer's Report. Lydia made a motion to accept the Treasurer's report, seconded by Karen and the motion passed. During the town audit, it was recommended that a second person sign off on invoices. Wendy Rowe, Assistant Librarian currently signs checks written by the Library Director. It was decided after discussion that Susan Frankel, the Treasurer will sign off as a second check. Susan F. will write up a policy and present at a future meeting.

Select Board Report: Representative George Bailey reported the Town Hall is on track to open. The move will take place in August. Furniture has been ordered, the SB will continue to meet at the ECLC room into the fall. George reported that he voted against the town paying \$100 to replace an outside library bench that was damaged by the town crew while plowing. Trustee Chair, Susan attended the meeting and spoke on behalf of the library. The SB voted 2-2 against the \$100 reimbursement. Susan stated that the SB members need to be reminded of the separation between the town and the library per NH state RSA. The matter will be reviewed at the next SB meeting on July 11.
Melissa stated that she will make other arrangements to clear the walkway next winter.

Friends report: Lydia reported that the Friends Plant and Book sale were a huge success. She thanked all who participated.

Foundation Report: Melanie Haley attended the BLF Foundation in Karen's absence. She reported that the Road Side Clean Up would continue to be held as scheduled. Several dates were suggested by Susan to schedule a joint meeting with the Friends, Trustees and the Foundation to be held at the library.

Director's Report: Melissa provided an update on the hiring process for evening desk clerk. A conditional offer letter was sent to a candidate, pending the results of the background check. An additional staff member gave her notice. Possible staff re-arrangements were discussed. Additional information will be helpful when planning the 2023 budget. Cindy Cafasso from the Friends approached Melissa with the idea of replacing the old, damaged wire fencing located behind the patio area. She suggested replacing the fence with a white

vinyl picket fence. The Friends will vote on it at their next meeting. Sam Ronda offered to donate a section of rubber fencing as a back up plan. A motion was made by Robert to approve placement of the fence behind the patio to control traffic. Susan F. seconded the motion which passed unanimously.

Melissa proposed renting a dunking booth for the closing event of the Summer Reading Program dependent on SRP logged reading hours reaching 8,000. The goal is for 6,000 logged reading hours. Safety, cost and liability were issues raised by the Trustees. Melissa will contact the town's insurance provider and discuss with the Town Administrator. A motion to authorize Melissa to research the use of a dunking booth at the SRP closing event was made by Sam and seconded by Robert. The motion was passed with one vote opposed.

Melissa asked if Trustees would be willing to pay for the lunch of the people organizing the Touch A Truck event. A motion was made by Robert and seconded by Susan F. to fund the lunches, not to exceed \$200. The motion passed unanimously.

Old Business: The Director of the Recreation Dept, Jessie Tennis invited members of the Trustees to attend the Rec Commission meeting on Monday, July 18. at 6 pm. The invitation was in response to written questions sent by the Trustee Chair, Susan. The Trustees accepted and Susan G, Karen, Robert and Leigh will attend.

The Tuition Reimbursement Committee met and revised the policy. Susan F. presented the draft with a change to the reimbursement up to 50%. Karen made a motion to approve the revised policy and Leigh seconded. The motion passed unanimously.

New Business:

*Trustee Dashboard: Susan G. presented a copy of her proposed "dashboard". It will be used to track certain library data and to assess progress toward goals. Trustee members added items to the list, so it will be revised. Melissa will be responsible for entering the data and posting on her monthly Trustee Report.

Susan announced the plan to revise policies and asked for member feedback. Plan is to revise ILL policy for July meeting, Personnel Policy for September, Emergency Policy in October.

The motion was made to give Melissa permission to hire the desk clerk candidate discussed at this meeting pending background check. Susan F. made the motion and it was seconded by Robert. The motion passed.

Susan raised the possibility of submitting candidates for the NHLTA awards. Due to the proximity of the submission date, the board decided to table the idea until next year.

8:14 pm: Susan F. made a motion to go into Non-Public Session according to RSA 91-A:3II(c) and was seconded by Robert. Motion was made to seal the minutes by Sam and seconded by Lydia. The motion passed unanimously. Motion to leave Non-Public session and return to public session by Lydia and seconded by Susan F. at 8:47pm.

8:50 pm: Motion made by Sam to go into Non-Public Session at 8:50 pm according to RSA 91-A:3,II(c) and seconded by Robert. Motion passed. Motion made to seal the minutes by

Susan F. and seconded by Robert. Motion passed. Motion to leave Non-Public session and return to Public session made by Susan F. and seconded by Sam. Motion passed.

Public session resumed and Chair Susan set a Non-Public session meeting for August 2, 2022 at 5 pm.

Susan F. made a motion to adjourn the meeting and seconded by Karen. The motion passed.

Next Meeting: July 19, 2022

Minutes recorded by Karen Towne, Acting Secretary in Karolina's absence