

Lee Public Library
Board of Trustees Meeting

Wednesday, April 13, 2022 at 5:30 pm at the Lee Library

Present: Trustees Tom Coakley, Annie Gasowski, Katrinka Pellecchia, Deb Schanda, Emily Woodall; Library Director Hayley Van-Gils; Jim Leitz, Anne and John Tappan

The trustees discussed with Jim Leitz an appropriate memorial for his late wife Kathie; all agreed to a media center/technology space with a plaque honoring Kathie.

Minutes of previous meetings: Motion to approve the March 9, 2022 minutes and to seal the non-public meeting minutes – Katrinka/Deb; passed. Motion to approve the minutes from the March 22, 2022 with Milestone and SMP – Emily/Tom; passed.

Treasurer's Report: Balances as of March 31, 2022: Operations -- \$10,978.85; Non-lapsing -- \$6619.95; CD/Savings: \$13,530.86. Motion to pay the SMP bill of \$2377 – Katrinka/Tom; passed. Motion to pay the Jones & Beach invoice \$5,432.21 – Deb/Emily. Passed.

There was discussion regarding the need to change the name on the library credit card now that we have a new director. Motion to approve transferring the library's Bank of America credit card to Library Director Hayley Van-Gils and also adding treasurer Deb Schanda to the card – Katrinka/Emily; passed.

Per RSA 202-A:4-c, Motion to accept a \$500 Summer Reading Program Grant from the NH State Library – Tom/Annie; passed. These funds will be spent on STEM resources for circulation and summer programs.

Director's Report. The Meeting Owl will be set up on Thursday, the toilet was blocked, promptly fixed by the town – Hayley plans to get another trash bin and put up signage regarding proper disposal. The trustees approved the 130th celebration brochure. Motion to allow the Friends to retain the proceeds from the book sale to be held that weekend – Annie/Tom ; passed. Motion to participate in the Artisan Fair in May – Katrinka/Deb ; passed. There will be two tables, the library and foundation will promote .upcoming programming, the 130 celebration, donations. Policy Reviews. Motion to approve the Collection Development Policy – Emily/Annie; passed. Motion to approve the Bulletin Board Policy – Annie/Katrinka; passed. Motion to approve the Hours of Operation Policy – Katrinka/Deb; passed. Approval of the Children's Safety Policy was tabled until the May meeting. The trustees approved Hayley's vacation request, May 17-May 20, and reviewed the report she prepared for the NH State Library. Hayley will send the Town Administrator a copy of the revised Employee Handbook.

The trustees discussed the two building project renovations (v.6 and v.7). Motion to go with v.6, Renovation (enhanced) – Katrinka/Annie; passed. The trustees need to develop a project priority list, they would like to schedule their meeting with the Select Board on either May 4 or 5. Deb would like to put together a Power Point.

Grant applications update. NH-01 Community Project Funding application is due April 15. The Intent to Apply letter for the Moose Plate Grant is due May 6. Tom has been talking to the NH Charitable Foundation, it seems to be a good idea to put together a request that would build on the previous one.

The trustees elected officers for 2022-2023 – Chair, Annie Gasowski; Vice-chair, Emily Woodall; Secretary, Katrinka Pellecchia; Treasurer, Deb Schanda. Annie reminded the trustees that the deadline to register for the NHLTA Spring Conference is April 22.

Motion to adjourn at 7:45 pm, Annie/Katrinka; passed. The next regularly scheduled meeting is Wednesday, May 11, 5:30 pm at the library.