



Lee Public Library Board of Trustees Meeting
Wednesday, Sept. 14, 2022 at 4:30 pm at the Lee Library

Present: Trustees Tom Coakley, Annie Gasowski, Katrinka Pellecchia, Deb Schanda, Emily Woodall; Library Director Hayley Van-Gils; Alternate Trustee Peg Dolan; Jason LaCombe, Ryan Cloutier, SMP; John & Anne Tappan.

Public Hearing, per RSA 202-A:4-C III9a). The library received a donation in the amount of \$5000 from former Lee resident Juanita Cannon. Motion to accept the donation and deposit it in the savings account (Katrinka/Tom); Passed.

Library Renovations Update. SMP is working on construction drawings; the asbestos issue needs to be resolve; they recommend adding more columns to the front basement as it will mean shorter distances to span, they need to confirm that the slab is 4" thick. There was discussion about the lift, they recommend a hybrid – combination platform/elevator; it may be more cost effective to install the lift when the framework is being built rather than come in later. They recommend furring strips on the basement walls in order to add insulation. There was discussion of lighting, rugs and paint – the trustees agreed that the same rug pattern be used in the circulation desk room and the adult stacks room. The hospitality area was discussed – SMP recommends locating in the center of the library, the trustees will add a microwave and ½ refrigerator to that space and removing the kitchenette currently located in the schoolhouse, replacing it with a counter and sink. Regarding HVAC, mini-splits are recommended. SMP left the drawings and asked that the trustees get back to them with any additional comments by the end of next week.

Minutes of previous meetings: Motion to approve the minutes of the August meeting and the minutes of the Sept 8 workshop (Deb/Annie); passed.

Treasurer's report: As of August 31, balances: Operations, \$12,796.69; Non-lapsing, \$7174.83; Savings Acct: \$13,531.46. Motion to approve the treasurer's report – Katrinka/Emily; passed. Motion to pay the following invoices from the Library Capital Reserve Fund: SMP Invoice #220806 \$10,734, Desmarais Environmental #85838 \$1525, Jones & Beach #39560 \$1525 (Deb/Tom); passed.

The Trustees are scheduled to present their budget proposal to the Advisory Budget Committee on September 22 at approximately 6:30 pm; the presentation was discussed, changes to some of the wording and a couple of line items were made. Motion to approve the presentation (Katrinka/Annie); passed.

The trustees will meet at the library around 11 am on Saturday to take tents, tables, etc. down to Little River Park for the Lee Fair. The trustees agreed to hold their Basement Sale the same day as the Friends' Book Sale, Oct 15.

Policy Review. Motion to accept the Investment Policy as updated (Katrinka/Emily); passed. Motion to accept the Interlibrary Loan policy as updated (Emily/Deb); passed. Motion to accept the Library Use policy as updated (Annie/Deb); passed.

Deb and Emily met with the Town Administrator to discuss the town/library responsibilities concerning the library building, Andy will research the topic and get back to them.

The stakes for the Scarecrow Walk are ready to be picked up; Emily and Katrinka will work on an idea for the trustees; Tom and Bruce and the Gasowskis are planning to do ones as well.

Motion to adjourn at 6:40 pm (Annie/Deb); passed.

The next regular meeting is scheduled for October 12, time TBD.