



Lee Public Library Board of Trustees Meeting
Wednesday, October 11, 2023, at 5:30 pm at the Lee Library

Present: Trustees Annie Gasowski, Katrinka Pellicchia, Katrina Rusteika, Deb Schanda, Emily Woodall; Alternate Trustee Mark Nelson; Library Director Hayley Van-Gils.

September Minutes. Motion to accept: Annie/Deb; passed. Sept 29 Work Session Minutes. Motion to accept: Annie/Emily; passed.

Treasurer's Report. Balances as of Sept 30: Operations, \$8479.31; Non-Lapsing, \$8550.61; Savings (2 CDs): \$33,840.29. Motion to accept: Katrinka/Annie; passed. Motion to pay the Milestone invoice of \$7331.59 from the Library Capital Reserve Fund: Katrinka/Katrina; passed.

Renovations. The electrical box has been moved in front of the tree. There is more scraping needed; the trim is done except for the top of the building. The server has been moved. Currently, no one can enter the schoolhouse because of the abatement. Mark Nelson has taken the sign to the company that made the Coming Soon sign for the Foundation. Deb reported that she is working with NH Saves. She has provided the subcontractors with a list of rebates available for the HVAC equipment they will be purchasing, as well as a list of participating suppliers. Our electrical contractor has confirmed to NH Saves that they intend to take the rebate and will submit the amount minus the rebate on their invoices. The bathroom floor was lowered to match the floor in the main room. The trustees agreed that the craft area would consist of an extended counter area with cabinets above and no tall cabinet. The trustees agreed that Phase 2 of the renovation should include finishing the back basement and installing the lift. Deb will confirm the cost of the lift and the point of refuge. Emily will attend the October 16 Select Board meeting to update them on the renovation progress.

Grants. The library was not awarded a Mooseplate grant. No news on the NH Charitable Foundation grant application. Hayley will revise her application for another grant from the Assoc for Rural and Small Libraries to include upgrading the ramp.

CIP. Hayley and Emily met with John Tappan to discuss the Financial Planning Tool and the projects that are listed in the CIP..

Director's Report. The trustees agreed to discuss the possibility of accepting credit cards after the Phase 1 renovations are complete. Hackworth Security has removed the emergency button. The trustees agreed to restrict patrons' usage of Hoopla to four items/month because of the cost. Library card renewal will be every year and the staff will push for patrons' emails. Motion to approve the revisions to the Fax, Photocopy and Use of Materials, Borrowing Limits and Fines Policies: Deb/Katrinka; passed. The last Farmers' Market is October 25. The LTC Community Conversation is scheduled for Tuesday, October 16.

The annual Volunteer Dinner is October 19; Annie and Katrinka are planning to attend.

Motion to adjourn at 7:10 pm: Annie/Emily; passed. The next scheduled meeting is November 13, 2023, at 5:30 pm in the library program space.