



Lee Public Library Board of Trustees Meeting
Wednesday, December 14, 2022, at 5:30 pm at the Lee Library

Present: Trustees Tom Coakley, Annie Gasowski, Katrinka Pellicchia, Deb Schanda, Emily Woodall; Alternate Trustee Peg Dolan; Library Director Hayley Van-Gils;

November 9 minutes – Motion to accept: Annie/Tom; passed.

Treasurer's Report. Balances as of November 30: Operations, \$8159.55; Non-Lapsing, \$7569.58; CD: \$18,531.92. Motion to accept: Katrinka/Emily; passed. Motion to pay SMP Invoice #221144 for \$1500: Emily/Katrinka; passed. There was discussion of the ABC recommendations to the Select Board – Hayley will verify with the Town Administrator that the library employees will be included in the COLA that was discussed and verify that the ABC had all the insurance information regarding the children's librarian position.

Grants – Emily is working on the T-Mobile grant due at the end of December; the Select Board, Friends and Heritage Commission will contribute letters of support. The ALA grant for rural libraries is due Feb 28, 2023.

Foundation – at the recent meeting there was discussion of scheduling fund-raising events in the spring; the Foundation website is up and running with the donation buttons that link to the paypal account. Katrinka and Peg will work on a letter to businesses.

Renovations. Per Emily and Deb's discussions with SMP and Milestone, the trustees agreed to proceed with a phasing approach that would include mechanicals, electrical work, the schoolhouse portion and insulation. Motion to proceed with this phasing: Annie/Katrinka; passed. Deb and Emily's next meeting with Milestone and SMP is scheduled for January 9. The trustees discussed warrant articles; due to the increases in repairs/renovations, the trustees agreed to ask that \$200,000 be deposited into the Library Building Capital Reserve Fund and that \$19,000 be withdrawn from the Library Capital Reserve Fund. Motion to accept: Annie/Tom; passed.

Director's Report. There is now wi-fi available in the Program Space; the Friends' auction was successful; Hayley would like to discontinue the library's subscription to HeritageQuest as it is little used; she plans to ask the Friends if they would be willing to cover the cost of the Universal Classes. The trustees approved Hayley's vacation requests for Feb 1–7 and March 27–31 and agreed to a staff lunch on Friday, Dec 23.

Library Policies. Motion to accept the Meeting Space, Public Relations, Telescope, Surplus Property and Library Supplies and Public Access Computer Policies as discussed: Katrinka/ Emily; passed.

Due to the lateness of the hour, the discussion on a 2023 Strategic Plan was tabled.

Motion to entire non-public session per RSA 91-A:3 II (a): Katrinka/Annie; passed with roll call vote. Motion to come out of non-public session: Annie/Deb; passed with roll call vote. Motion to seal the minutes: Emily/Tom; passed.

The meeting adjourned at 7:30 pm. The next scheduled meeting is January 11, 2023.