



Lee Public Library Trustee Monthly Meeting Agenda  
 Wednesday, March 13, 2024, at 5:30 pm at the Lee Library

| <u>Topic</u>                                     | <u>Time</u> | <u>Discussion</u>  |
|--|-------------|--|
| Record keeping-<br>Katrinka, Annie               | 5 min       | <ul style="list-style-type: none"> <li>• Review and approve minutes - 2/14/24</li> <li>• Review &amp; approve minutes of 2/16/24</li> </ul>  |
| Financials -<br>Deborah, Hayley                  | 20 min      | <ul style="list-style-type: none"> <li>• Treasurer's report balances:</li> <li>• Invoices to pay: SMP (\$3,602), Milestone:</li> <li>• <b>NH RSA 202-A:4-c Public meeting for acceptance of donations</b><br/><b>Foundation donation of \$4,838.54 (for book shelves):</b><br/><b>Penguin Random House ASRL grant for \$1000:</b></li> </ul> |
| Renovations - Hayley,<br>Deborah, Mark           | 20 min      | <ul style="list-style-type: none"> <li>• Update on Milestone &amp; progress</li> <li>• Phase 2 progress:</li> <li>• Plans for Phase 3</li> </ul>   |
| Grants & Fundraising<br>Annie, Katrinka, Hayley  | 10 min      | T-mobile grant - waiting for support letters<br>Receipt of ASRL Penguin Random House grant \$1000  |
| Library Report -<br>Hayley                       | 15 min      | Program numbers/ participation   |
| Human Resources -<br>Hayley, Katrina             | 5 min       | Tabled until after renovaton   |
| Maintenance/ MOU -<br>Deborah, Katrina, Katrinka | 15 min      | Maintenance of building MOU  |
| Special Projects -                               | 15 min      | Results of vote<br>Recommendation to Select Board (meeting 4/1/24) for Mark to be approved to finish out trustee position  |
| Other Business                                   | 5 min       | Staff meeting day/ training : March 27   |
|  | 20 min      | <b>MOU final draft</b>   |

Next regular meeting: April 10, 2024

Prepared by Annie Gasowski.

Posted on 3/8/24 at the library and on the town website.