

**Philbrick-James Library
Meeting of the Board of Trustees**

DRAFT minutes – September 9, 2019

Present: Mal Cameron, Emily Oxnard, Anne Deely, Sadie Stimmell, Jane Miller, Jan Clark and Library Director Candace Yost

The meeting was called to order at 7:04 pm.

Citizen Comments: none.

Secretary's Report

Mal noted that on the 8/12 minutes, it should say that the next meeting is 8/19, not 8/12. The third bullet under New Business should say that Jane seconded the motion (not Jan). Emily moved and Jane seconded that we accept the minutes of the August 12 meeting as amended. The motion passed. April moved that we accept the minutes of the special 8/19 meeting and Sadie seconded. The motion passed.

Treasurer's Report

End of month bank balances:

Checking \$33,425.13
Savings \$50,224.05

Programs:

- Regular programs are back as of today! Baby lapsit started today with 9 people.
- Story time and lego club start tomorrow. Both will be weekly.
- Zeb and Candace planned a Halloween story time just before Halloween. Candace will do that because Zeb won't be here.
- They will add a family game night in October.
- Around the holidays will be an ugly sweater contest – people will submit their sweaters for vote.
- Candace told us about her plan for a Cat Castles program: you get a bunch of empty boxes and all ages come and build cardboard houses for their cats.

Technology:

- The printer people came and somehow fixed the scanning capacity – it works now!

Repairs:

- They will paint over the chalkboard – it was hard to clean and the chalk kept getting ground into the carpet.

Professional Development:

- Tomorrow morning Candace will go to a meeting room use and policy program at the Strafford library.
- A bunch of conferences, including a library management seminar, the NHLA conference, Children's librarians of NH, and teen librarian conference, are all coming up in October.

Old Business:

- Summer reading is all done – it went very well.
- Two humanities events are scheduled:
 - Life Upstairs: British servant culture will November 8 at 7 pm
 - Songs of Emigration: Wednesday, March 4 at 7 pm
- Old Home Day went well – Friends made \$385 at the book sale.
- Warrant article: According to John, what we submitted passed through legal.

2020 Budget:

- Our presentation is October 21.
- Candace would suggest one more change: the heating budget. We are already through the 2019 budget, but don't know if we used more gallons than usual or if the price went up. Emily will review past years' usage.
- Anne moved that we authorized Emily to set an appropriate number of gallons on the new budget based on her review of past years' usage. April seconded and all approved.

New Business:

- Ecology and Management of Beavers talk at the church, sponsored by the Friends.

Non-public Session:

Candace left and went home. April moved that we enter non-public session under RSA 91-A:3, II (a) and Jan seconded. A roll call vote was taken:

Mal Cameron: yes

Sadie Stimmel: yes

Jan Clark: yes

Emily Oxnard: yes

Anne Deely: yes

Jane Miller: yes

The trustees entered non-public session at 7:58 pm. We exited non-public session at 8:43 pm.

Jane moved that we seal the minutes, Jan seconded. All approved.

April moved that we adjourn. Jane seconded. Meeting adjourned at 8:44 pm.

Respectfully submitted,
Anne Deely

Next regular meeting: Monday, October 7, 2019, 7 pm

Budget meeting: Monday, October 21, 2019

November meeting: Wednesday, November 6, 7 pm