Newmarket Public Library Trustees

Meeting Minutes

*Approved*

January 24, 2023 meeting

* Call to order at 4 p.m.

**Present:** Trustees Joan DeYoreo, Eric Harter, Mary Mahoney, Amy Nicholson, Lisa Zhe, Interim Library Director Barbara Tosiano

Cindy Townes - Friends of Newmarket Public Library

1. **Friends report**
   1. Magnets all set for Monday’s anniversary celebration
   2. We approved the expense of $50 flowers for reception - will pay to (Trustee Lisa Zhe).
   3. Annual dues $25 due March 1 for governing board, $10 for others per year. Talked about putting on newsletter, looking for volunteers for friends.
   4. Book sales will be held March 11 and May 20th to coincide with plant sale for Blooming Newmarket. Will plan others at a later date. End of book sale - fill a bag $5 to help get rid of books.
   5. Updated museum passes - gave Barbara $300 for NH Children’s Museum for 12 months, New England Aquarium - concerns about blackout dates - not an issue. Will proceed in June. Pass runs August to August. ½ copay. No longer Museum of Science. Isabella Stuart Gardner - had to vote in which tier - middle one is $200 -group up to six. NH State Parks renewed for another year.
   6. Neil has been working on other items to sell - perhaps a mug for anniversary. Book stickers voted to go to Staples, cost $40 for 500 stickers - designed by Ellen.
   7. Funds up to $100 for cake and refreshments - approved. Newmarket Arts - nobody felt comfortable voting on $. Need more info, would like to have Debra Smith speak to the group.
   8. Little Free Library will now have geocaching. There is a book in the free library with geocaching.
   9. Total $3,631.50 sales for 2022, total expenditures of $3,699.49. Balance now $5183.09
2. **Arts council** - after a brief discussion, trustees agreed the art project outside the tower is not something we are able to commit to at this point due to other priorities.
3. **Minutes**

*Trustee DeYoreo made a motion to approve the December 19 minutes, seconded by Trustee Nicholson, unanimously approved.*

1. **Treasurer’s report -**  ZOOM account -TD Bank - helped set up a debit card for ZOOM account. Require debit card. $149.90 is the annual cost for ZOOM account.

Philip Ginsburg donation of $50 - annual fund contribution. Unrestricted.

*Trustee Harter made a motion to accept the $50 donation to the annual fund, seconded by Trustee Nicholson, unanimously approved.*

*Trustee Nicholson made a motion to approve the treasurer's report, seconded by Trustee Harter, unanimously approved.*

1. **Director’s report**
   1. Staff has been helpful, as far as billing can access it but it doesn’t recognize me, still work in progress.
   2. MaryJo is working on summer reading program with the theme of “All Together Now.” Mr. Aaron booked for musician, working on two other programs.
   3. This Thursday - Winter tales on ZOOM, history of library will be held next Monday. In February will host Tarot 201, then abolitionists of Noyes Academy.
   4. Feb. sched available for staff.
   5. Annual report now open - every library has to work on for the state and I will get started on it. Due in April.
   6. Lauren did library card registration - the catalog for summer reading program requires a credit card fee of $19. Allows her to see programs and have access to graphics.

*Trustee Nicholson made a motion to approve the children’s library card flier, seconded by Trustee Harter, unanimously approved.*

*Trustee Nicholson made a motion to approve up to $20 for the summer reading program catalog, seconded by Trustee DeYoreo, unanimously approved.*

1. **Old business - Veterans Memorial -** Trustee DeYoreo attended the Veteran’s Memorial Committee meeting in December. She explained they are still fundraising and will take other locations (across the street from the post office) into consideration.
2. **Policy review schedule -**

Collection Development - need to come up with this one.

Request for reconsideration done;

Prioritize list for Feb. meeting. Trustee Zhe will send out a list of policies approved in the past few years.

1. **Feb meeting** - policies

**Trustee DeYoreo made a motion to adjourn at 4:58, seconded by Eric, unanimously approved.**

*4:59 p.m. - Trustee Harter made a motion to go into Non Public Session, seconded by Trustee Nicholson, unanimously approved.*

*5:25 p.m. - Trustee DeYoreo made a motion to come out of Nonpublic Session, seconded by Trustee Harter, unanimously approved.*