***MINUTES***

NEWMARKET PUBLIC LIBRARY

NEWMARKET, NH

BOARD OF TRUSTEES

DATE: June 26, 2023 TIME: 6:00 PM TYPE OF MEETING: Public

PRESENT: Amy Nicholson, Joan DeYoreo, Lisa Zhe, Eric Harter, Candace Cousins (Zoom), Mary Mahoney (Zoom)

ABSENT: Mary Mahoney

PUBLIC PRESENT: Cyndi Townes

Meeting called to Order at 6:00 PM by Amy Nicholson

1. Welcome
2. Friends of NPL Report
	1. Meeting 6/15, another new member, 22 members in all
	2. Doing very well on money coming in, could certainly purchase more museum passes or other programming
	3. Would like to follow up on Aquarium pass, have until 7/31 to get the check in for $700 – start Sept. – Candace, can work with Cyndi for the check
	4. Doug acquired paper bags for use during July 7-8 book sale, set up on 7/6
	5. Concerned about someone messing with the collector books, someone was removing stickers. Recommend keeping collector books at front table
3. Approval of minutes for 4/24/23 and 5/22/23 – will review in July Meeting
4. Treasurer’s Report – Highlights
	1. NH PDIP fund is doing very well
	2. Piscataqua Savings Bank was created years ago, still hasn’t cracked $6000 – last year was switched to 3 year CD, has 2 more years on it

Motion to accept $50 for Wounded Warriors

* *Motion made to approve: Lisa*
* *Seconded by: Joan*
* *All in favor? Yes*

Approval of Treasurer’s Report

* *Motion made to approve: Lisa*
* *Seconded by: Amy*
* *All in favor? Yes*
1. Library Director’s Report
	1. Update on medical condition
		1. Candace has plans for cortisone shot, surgery scheduled if needed mid-July
	2. Budget
		1. Postpone until July
	3. Reopen discussion of the space behind the library
		1. Space between Lilacs and building, options for leveraging that space
		2. There is $1000 available that could be used for an outside installation
		3. Outside benches really need to be refinished, consider something for shade
		4. How loud is the heating/cooling system?
		5. FD – how much egress is required, not enough room for a vehicle – Candace will find out if there are limits to what we can do to the space
		6. Should put up a new ‘no parking’ sign
	4. Other
		1. Summer reading program opened today, 6/26
		2. $5 bag book sale coming up July 7 & 8
		3. 3 new computers this Wednesday, 6/28
		4. Positive feedback with Pride flag
		5. Will need to close on August 21 to complete upgrade to new Apollo software, typically a slow time
2. Old Business
	1. Review and vote on the final policy versions of:
		1. Social Media
* *Motion made to approve: Joan*
* *Seconded by: Lisa*
* *All in favor? Yes*
	+ 1. Internet Access
			- *Motion made to approve: Lisa*
			- *Seconded by: Mary*
			- *All in favor? Yes*
		2. Child Safety
			- *Motion made to approve: Joan*
			- *Seconded by: Mary*
			- *All in favor? Yes*
	1. Review collection development – to be reviewed on a later date
	2. Books on Bikes
		1. <https://www.booksonbikesnewengland.org/>
		2. Visit farmers markets, go to parks, they have a grant from SAU16 for Exeter, would have to create our own chapter since we’re in a different district
		3. Options: Food Pantry? Thrift Shop and park?
		4. Recommend researching and planning a late spring, ’24 launch
	3. Library resolution of unexpended funds
		1. Proposal: Spend the rest of funds on rugs and sofa for adult library section
		2. Candace will apply for a bank card, doesn’t involve trust fund, no trustee approval needed. Will check with Bill Tappan, find out best way to apply for a bank card
1. Suggestions for next meeting – Date: July 24, 2023 6:00 PM
	1. Review April, May & June minutes
	2. Library Director’s Report - Budget discussion
	3. Collection development policy
	4. Exec session to discuss hire
2. Adjournment

Public meeting adjourned 7:00 PM

* *Motion made to approve: Joan*
* *Seconded by: Eric*
* *All in favor? Yes*

Minutes submitted or recorded by Eric Harter

Summary List:

* Motion made by Lisa to accept Wounded Warriors check, seconded by Joan, all in favor
* Motion made by Lisa to approve Treasurer’s Report, seconded by Amy, all were in favor
* Motion made by Joan to approve updated Social Media policy, seconded by Lisa, all were in favor
* Motion made by Lisa to approve updated Internet policy, seconded by Mary, all in favor
* Motion made by Joan to approve updated Child Safety policy, seconded by Mary, all were in favor
* Motion made by Joan to adjourn public meeting, seconded by Eric, all were in favor

Action Items and Directives:

* Candace – write $700 check for Aquarium passes
* Candace – find out about limitations for the space between the building and parking lot
* Candace – Find out process, apply for a bank card
* Eric – Make sure April, May & June meeting minutes are part of packet for July meeting
* Eric – update ‘adopted date’ on Social Media policy, send updated policies to Mary
* Mary – sign and post Social Media, Internet & Child Safety policies
* Amy – create placeholder to revisit Books on Bikes in Sept
* Lisa – contact Exeter to see how to get started with Books on Bikes