

NEWMARKET PUBLIC LIBRARY

TRUSTEES MEETING

NOVEMBER 23, 2020 @ 4:00 PM

AGENDA

1. Friends Report
2. Approval of September 28 and October minutes
3. Treasurer's Report
4. Director's Report
5. New Business
6. Old Business
7. Next Meeting December 28 @ 4:00PM
8. Adjournment

Newmarket Public Library Trustees
Meeting Minutes

Approved

November 23, 2020 meeting

Present: Trustees Joan DeYoreo, Mary Mahoney, Amy Nicholson, Sarah Stinson, Lisa Zhe, Library Director Carrie Gadbois.

Not Present: Friend Liaison Sandy Bonin.

1. **Friends report** - Presented by Carrie on behalf of Sandy. Balance of \$4,868.70 in account.

2. **Minutes** -

Trustee DeYoreo made a motion to approve the September 14 minutes as amended, seconded by Trustee Mahoney, unanimously approved.

Trustee DeYoreo made a motion to approve the October 26 minutes, seconded by Trustee Mahoney, unanimously approved.

3. **Treasurer's report** -

Trustee Stinson made a motion to approve treasurer's report, seconded by Trustee Mahoney, unanimously approved.

4. **Director's report** -

Carrie said painting is nearly complete, the circ desk area is done, they will be finishing up with the tower room and be done in 1 ½ or 2 weeks. Still awaiting a bid from Tecta on the roof. Coil broke in the children's room last week, water everywhere. The DPW came to assist, the fire department drained the water, Siemens came to evaluate the situation. ServPro took care of cleanup, no books damaged, about \$800 total which will claim on insurance. IPAD - purchased one that Sango has been getting ready to go with wireless and software programs so people can't damage the software. Looking at a three-day loan, will evaluate getting more if successful. Deal

through Verizon - \$40/month unlimited wireless. The cost for each tablet is about \$300 each. Weeding is complete, nonfiction moved to front of stacks.

5. **New business** - Trustee Stinson inquired if we could give staff a Christmas gift.

Trustee Mahoney made a motion to take \$150 out of the trustees' checking account in order to give staff a gift of \$25 each, seconded by Trustee Stinson, unanimously approved.

Trustee DeYoreo made a motion to close the day after Christmas in addition to the day before to give staff an extra day off, seconded by Trustee Mahoney, unanimously approved.

Trustee DeYoreo said last year the Blooming Newmarket garden club bought passes to Strawberry Banke for the library, but this year it was not feasible. She reached out to Sandy Bonin to see if the Friends could purchase instead. Perhaps will alternate years. Carrie said she will send paperwork to Sandy for the pass purchase.

Meeting adjourned at 5:03 p.m.

Next meeting will be Monday, December 28th at 4 p.m.