



Newmarket Public Library
Trustees' Meeting
September 12, 2022 @ 6:00 PM

Time	Agenda Items	Presenter
6:00 – 6:05	Welcome	Chair
6:05 – 6:07	Treasurer's Report Gift Acceptance Vincent Carnevale donation of \$113.00 for the purchase of new books (Classics)	Treasurer & Trustees
6:07 – 6:20	FY2024 Capital Budget questions	Trustees & Director
6:20 – 6:40	FY2024 Budget (Vote)	Trustees & Director
6:40 – 6:45	NPL recruitments	Director
6:45 – 6:50	Request from the Newmarket Historical Society for NPL to sell walking tour maps	Trustees & Director
6:50 – 6:55	Logo Review	Trustees & Director
6:55 – 7:00	Adjournment	Chair
Next meeting September 26, 2022		

Newmarket Public Library Trustees

Meeting Minutes

September 12, 2022 special meeting

- Call to order at 6 p.m.

Present: Trustees Joan DeYoreo, Eric Harter, Mary Mahoney, Amy Nicholson, Lisa Zhe, Library Director Kerry Cronin
Cheri Corbett, Friends.

1. **Friends** - Cyndi Town is chair, Cheri Corbett is treasurer, had someone new step up for secretary and need one more. Regina Burns is the new secretary. Treasurer report - balance as of July 1 was \$5,491.74. Deposited \$72 and withdrawals 6, now there is \$5,232.12 as of Aug 1st. \$30 book sales from cart. Sept. 24 fall book sale. Filing cabinet purchased - all of the notes should be in the library not in someone's home; it will have a locked drawer for money if someone wants to make a deposit. Support library with passes, Museum of Science is most expensive - is wonderful if being used. If not, look at other options. Reception on 21st. Approved \$150 for Kerry to spend to get that off the ground. Will buy more totes 25 quantity at \$20 each. Kerry said Friends can use the library's ZOOM account. United Way Day of Caring - clear up books in the basement, will know about it next year.

2. Treasurer's Report

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

Trustee DeYoreo made a motion to accept the \$113 from Vincent Carnevale for purchase of new books (classics), seconded by Trustee Harter, unanimously approved.

3. CIP meeting - Kerry - questions to be asked..

- a. Difference between Cap reserve fund and trust fund?
Library CIP is earmarked and disbursed by town, money is from the taxpayers. Trust fund is library money not given by taxpayers with a specific purpose. Part of study to be done with an architect is finding out what the community wants.
- b. Approach to replacing roof - how much cost and how long will it take? In 2016 the library spent \$63,900 to replace the west side of the roof. At that time, we were told the East side should be pursued between 2026 and 2028. Based on the cost of the West Side, a similar suggestion is \$64k, roughly \$10,666 per year which is where the number came from. Will not be able to use Top Roofers need to go with Tecta - \$9,575 quote. The roof is leaking, repairs at \$10k now. Prudent to request funds that we know we will need for this substantial project.
- c. Why is the library not using money for architect - board was poised to move forward with pocket park and additional entrance but is sequenced depending on what we learn about the lower level if able to open up for public use. Fresh set of eyes looking at needs of building.
- d. Future plans - possible development of basement space, repairs to plaster, finishing painting, development of outdoor space.

4. 2024 budget discussion

Trustee Harter made a motion to accept the proposed 2024 budget, seconded by Trustee Nicholson, unanimously approved.

5. Kerry - Two part time assistants at 6 hours/week, substitute pool as Aiden is leaving.

6. Historical society wants to sell walking tours maps for \$5 each.
Will discuss at next meeting

7. New proposed logo - Kerry will move forward with this.

7:13 p.m. - Trustee Harter made a motion to adjourn, seconded by DeYoreo, unanimously approved.

Minutes submitted by Trustee Lisa Zhe

Our next meeting will be Monday, September 26th at 6 p.m.