

Hampton Falls Library Trustees

Final Minutes Meeting

September 23, 2021

Present: Linda Coe, Chair, Amy Magnarelli, Vice Chair, Beverly Mutrie, Secretary, Beth Forgione, Treasurer, Richard McDermott, Trustee, Laura Pouliot, Alternate Trustee (non-voting). Also in attendance, Barbara Tosiano, Director.

We met in person at the Library at 4 pm.

The **minutes** from August 19 were approved as written upon a motion by Linda Coe, seconded by Richard McDermott and all voted in the affirmative.

Unanticipated donations of \$375 were received from the Children's Book sale. A motion from Beverly to accept with a second by Amy were heard and it was voted positively. We were pleased that the sale proceeds were all from donations. The sale occurred in the multi-purpose room and was left up for several weeks. Perhaps doing this for the adult book sale would work too. Beverly suggested perhaps mini adult book sales throughout the year, by subject.

Director's Report: Maurine Stard (sister of Robert Perkins) has left us all her books. Those who can, will be sorting them at 10:30 on Monday morning. Betty Merrill, wife of Punkie, has died and we will receive some funds as bequest. The circulation is up. Barbara will ask Bob, the carpenter that we have hired to install the south wing doors, to decide if he can or can't do the job. The south wing door has been paid for, but we need to have it installed before year end as it paid with encumbered funds. The board suggested other carpenters. She will also call Epping Well about draining the irrigation system for the winter.

Medicare 101 program from Service Link was well received. The presenter was entertaining as well.

Sy Montgomery is coming to LAS on Saturday Nov. 13. Sy has written The Hummingbird's Gift. She asks that the Library close early at 12 for that day and we agreed.

Summer Reading is continuing outside. Some arts and crafts occur inside. There is drop-in Storytime.

The Friends are maintaining their Little Library boxes.

Treasurer's Report: We should have some remaining budget money. We need to find out how much the spraying of the poison ivy will be by Mainely Grass. The grass will be limed and fertilized this fall. Beth reported that there will be extra \$2K in the 2022 budget for needed landscape costs, including overseeding if necessary. The Board of Selectmen were informed of our desire to add \$20K to the budget to build the walkway (a safety issue) at their budget hearing. They wanted us to seek their permission to build it on town land. We should perhaps increase the line item for miscellaneous as we have given several gifts as thank yous this year. Do we need to add money for more annuals? Beth will be donating (?) flowering bulbs that will be planted this fall. She mentioned the new law about CFC reduction that might affect our new AC system.

Investments: Beth will contact Vanguard per Beverly's previous email and move the funds to Vanguard for investment.

COVID: The staff is still masking due to small children coming in. Some patrons have been COVID positive and show us the courtesy of letting us know. We are grateful.

HVAC: Linda and Beverly attended the Board of Selectmen meeting and heard the discussion for the use of the ARPA funds for ventilation which is only \$126K this year. We anticipate that LAS will get the funds as they are currently installing a HVAC system in the gym. We should be prepared to put forth a Warrant Article for our system and need to discuss the details further with the Town Administrator.

Action Items:

Next month on the agenda will be Salary review. We believe we will be within our salary ranges. Amy will check to see when we looked last at the State's data for Libraries.

Mailer will be going out. Beverly and Laura thought that more explanation needed for "E-books", Hoopla and Libby. The Library should perhaps offer in person tutorials for these electronic services for those that have not used them before.

Barbara will get a quote from Infinite Imaging (Alpha Graphics) in Portsmouth for printing. She has been working with Minuteman Press and has a quote for \$544. Beth Forgione motioned to approve spending \$544 for the mailer, seconded by Amy with all agreeing. We preferred a bright colored paper. Beverly suggested Goldenrod or similar.

We adjourned at 5:18 pm upon a motion by Richard, seconded by Beverly and all concurred.

Next meeting will be October 28 at 4 pm.

Respectfully submitted,
Beverly Mutrie, Secretary