

# Minutes of the Friends of the Hampton Falls Free Library

**Date:** Wednesday Sep 6, 2023; Called to order at 6:35 pm.

**Present:** Susi Burke, Amy Dorgan, Leah Knowlton, Joanna Meighan, Deborah Regan, Jean Storer.

## **Discussed:**

### 1. June Minutes

Deborah Regan motioned to approve the June 2023 Minutes; Motion passed with all in favor.

### 2. Treasurer's report (given by Alisha through email 9/6)

- a. Current balance: \$52,673.46
- b. Donna and Alisha met with Citizens Bank, and Donna has been added to the bank account.
- c. They also now have online access.

### 3. New Business

- a. We discussed switching to a new funding model for requests for allocations from the Library Director. Instead of multiple requests throughout the year, the Library Director and staff will determine what they need for the whole year based on the strategic plan and make the requests once a year. The Director will provide receipts or request payment from the Treasurer throughout the year when the money is spent and inform the Friends at the meetings what has been purchased. Additional requests can be made during the year if special opportunities arise. This will help the library be able to plan and know what money they have available as well as shorten the time needed to vote on each individual item at the meetings.
- b. There was discussion about the possibility of using some of the casino money funding for longer term things, such as scholarships, continuing ed, larger programs and possibly helping fund some part of capital improvement projects. There needs to be more discussion on this both due to lack of people at this meeting and need to do more research on what is permissible/acceptable for a Friends group using donations vs Trustees using town funding.
- c. Review / Amend Bylaws
  - i. The suggested changes to the bylaws were discussed. Jean had a couple of suggested changes, and we discussed the Conflict of Interest section and the Member Dues section which was in the original bylaws.
  - ii. Some of the changes to the bylaws are required by the state including the need for five officers. We had discussed that change in the 6/03/20 meeting based on this [New Hampshire law](#). The plan had been to amend them at the next meeting which was in August 2020 since there was not a quorum in June. However, there is no record that the bylaws were amended at that next meeting.
  - iii. We will vote on the amendments at the Oct. Meeting if we can decide on the Dues question ahead of time and there are no additional changes.
- d. Appointment of 3 new positions: We discussed the idea of creating three new positions. These are suggested by the changes to the bylaws but not required. We will review this again at the next meeting when there are more people and request volunteers for these positions.
  - i. Liaison to the Trustees
    1. This Liaison is not required to go to every meeting and could actually switch throughout the year.
    2. Joanna mentioned that the Trustees will send a liaison to the friends as well.

- ii. Membership Coordinator
    - iii. Historian
  - e. Dues & memberships
    - i. **The current bylaws state that each member paying dues has one vote.** Either we need to amend the bylaws and change that or we will need to collect dues and record who is a voting member.
    - ii. Suggested dues amount is something nominal like \$10/year.
    - iii. Since there was a lack of attendees at this meeting, we will have a discussion via email on whether we should include dues as a requirement for voting. We will vote at the beginning of the next meeting on whether to have dues.
    - iv. We discussed that it was important to have other streams of revenue if something happens with the casino revenue. Dues and other donations can be used for current programs while casino revenue can be invested to produce revenue on a consistent basis for longer term projects.
    - v. Dues will be paid at Oct. meeting if we agree via email that this part of the bylaws should remain.
  - f. [Robert's Rules](#)
    - i. We discussed using some form of Robert's Rule for voting and recording votes on financial decisions, so they are substantiated.
    - ii. We will stipulate what we are doing from Robert's Rules at the October meeting.
  - g. Communications
    - i. Donna set up Google Drive and Amy moved over all minutes and other documents. Amy will verify that all are up there before Susi removes them from her personal dropbox. Currently all officers have access to the library folder on Susi's current dropbox.
4. Director's Report - Joanna
- a. June 19 Braiding Sweetgrass Community Read
    - i. 2 Adult Book Discussions were held.
      - 1. Erin led discussion of 12 people at Meadows. People in attendance there were interested in doing more groups like this in the future.
      - 2. Damian led a book group of 25 participants at the library. He also submitted a great writeup on the program to NH Humanities and suggested it was a good model for future programs like these.
    - ii. 2 Children's Storytime were held by Leah.
      - a. 39 children participated at the rec camp.
      - b. 8 children participated at the library.
    - iii. About 40 people participated in the schoolhouse archeology and history lessons and the basket weaving demonstration.
    - iv. Over 80 books were distributed to the community.
  - b. Upcoming programs
    - i. Pollinator Pathways is next Wed, Sept 13<sup>th</sup>.
      - 1. This is cohosted by the Conservation Commission. They will have a table about invasives at the program.
    - ii. Harvest theme Cookbook Club will be held this Sat, Sept 9th at noon.
    - iii. Library Book and Bake Sale
      - 1. Will be held on Sat, Sept 23<sup>rd</sup>.
      - 2. Volunteers are needed for baking.
        - a. Jean will bake and give to Joanna to store since she will not be here on that date.

- b. Amy and her husband will bake as well.
  - 3. Commissions in town will set up tables at the Book Sale.
- iv. Museum Passes
  - 1. Great usage the last couple months: 17 passes used in July and 15 in August.
  - 2. Some of the passes used were Bedrock Gardens, MFA, Seacoast Science, Wright Museum, Portland, NH State Park Pass, and Currier Museum. Bedrock Gardens and NH State Park passes were used the most.
  - 3. Mt Kearsarge is having 3 events coming up this fall. We have 6 passes available a day. Susi will advertise this on FB Friends group and Joanna will promote it as well.
- v. Gravestone Girls program
  - 1. This will be held on Oct 18<sup>th</sup> at 6:30 pm.
  - 2. The Cemetery Trustees have collaborated on this.
  - 3. The program will discuss how to do gravestone rubbings.
  - 4. The Fire Department will light up the graveyard after program so people can do rubbings.
  - 5. No refreshments needed.
- vi. Adult Summer Reading Program Review
  - 1. There were 66 readers and 377 books read.
- 5. Youth Programming – Leah
  - a. Summer Reading Program Review
    - i. 85 kids participated throughout the program. 60 participated in the reading portion; others came to programs.
    - ii. 1660 hours of reading was logged this year compared to 1440 last year.
  - b. Some summer programs will continue into fall.
    - i. Messy Play
    - ii. Evening Storytime
- 6. Friends of the Library New Program Suggestions
  - a. Historic NE Haverhill Property Museum – Deborah
    - i. This is a suggestion for a program for Spring.
    - ii. Historic NE has a collection of 125,000 objects.
    - iii. They have bought a few mill buildings in downtown Haverhill to create a historic museum.
    - iv. We could either host a program at the library or create a membership drive and go to the museum to have a program there.
- 7. Old Business
  - a. Jean Storer - Repair skills update
    - i. To decrease the risk of liability with this program, maybe we could focus on items like sewing etc. that don't have as much risk as electronics and appliances.
    - ii. Possibly have a skills trading group pairing seniors with high school /college students. Youth can help seniors with technology and seniors help with more tactile skills like sewing, etc.
  - b. Little Free Library Sign Ups
 

[Friends of the HF Library: Stock Little Free Library \(signupgenius.com\)](http://signupgenius.com)

All slots through November have been taken except 9/17 – 9/30. Amy said that she will take that slot. This has been changed to a two-week rotation to make its easier.
  - c. Mt. Kearsarge Indian Museum
    - i. Purchased a new pass and are currently promoting it. See info above.
  - d. Center for Wildlife in Ogunquit
    - i. Leah will check to see if they have library passes. There are none listed on website.

**ACTION ITEMS:**

- **Susi:** Promote Mt. Kearsarge Indian Museum on FB Friends Page.
- **Amy:** Verify that all documents are on the Friends Google Drive.

**Meeting adjourned:** Susi made a motion to adjourn at 7:59, All were in favor.

**Next meeting:** October 4, 2023, at 6:30 pm

Respectfully submitted,  
Susi Burke, Secretary