

Hampton Falls Library Trustees
Final Meeting Minutes

May 26, 2022

Attending at the Library were Linda Coe, Chair, Amy Magnarelli, Vice-Chair, Beth Forgione, Treasurer, Beverly Mutrie, Secretary, Laura Pouliot, Alternate and Barbara Tosiano, Director. Absent: Richard McDermott, Trustee. Also attending as guest was Tom Shek. Laura is voting tonight in place of Richard.

The meeting began at 3:59 pm with a **Public Hearing** to accept a bequest from Maurine Perkins Stard's estate for \$62,758.54. There were no conditions. Beth motions to accept her very generous donation and Laura seconds. All wholeheartedly agree. Barbara will send a thankyou on behalf of the Board to her brother, Bob Perkins on Kensington Road.

Our regular meeting came to order at 4:03 pm. We will share Tom's contact information.

The **minutes from April** were approved upon a motion by Linda, seconded by Laura and all concurred. There was \$1283.04 in **unanticipated donations** presented for acceptance, \$1000 of which was from the Hugh Schrier family in addition to the Puzzle Table. Linda made a motion to accept, seconded by Laura and all agreed.

The Treasurer's Report: Nothing out of the ordinary. We have a pending bill of about \$1300 for the heat detectors which should be \$400 less as it didn't take as long to replace them.

Director's Report: A Big Thank You—to Tom as he was able to reattach the clapboard on the back of the chimney stack. It could happen to other boards as the head of the screw was sunk too far into to the Hardie board.

Rug Cleaning this weekend so we will move the furniture after the meeting. The Big Tree talk was well received, the Writers' Workshop was well attended and the Teen Boxes and the Comic workshop were enjoyed. The Hummingbird feeder making will be June 4. "Oceans of Possibilities" is the theme for this year's summer reading programs. Ellen Getchel will be presenting.

Barbara has been purging and organizing her files. Beverly wondered if personnel files could be purged somewhat i.e. applications, especially of those who worked more than 10 years ago. The RSAs will be checked and Karen Anderson asked. Barbara's resignation will become effective on August 31. The Board received a thank you from Barbara for her Staff Appreciation gift.

Barbara has many items on her plate to finish before retiring—building repairs, electronic files, Book Sale, Christmas Santa party instructions to name a few. We would like to wash the iron stains from the building and the shed. We thought Krud Kutter or Iron Out might work with a scrub brush. Beth offered to bring her power washer to gently wash the algae off the north side. There is another solution to remove iron stain on the granite Library sign.

The Friends received a \$16000 check from the Dover Poker Room. Staff will continue to wear masks. Book groups are given in person and on zoom.

Dowling has accepted the job to replace the **HVAC** this summer. The **Walkway RFP** is due tomorrow and should be awarded at the June 1 BOS meeting.

Linda will form the New **Director Search Committee** consisting of herself, Amy, Barbara, Karen Anderson and Lisa Hayes. The Job Description is up to date and that is also true for the Salary ranges which are based on experience. Barbara believes that we don't need an interim librarian as the staff has been well trained.

Landscaping and Weeding Parties on Tuesdays or Thursdays, depending on the weather at 9 am. Join if you can! The poison ivy spraying has not happened yet. There is bittersweet near the Rhododendrons. Beth asked to thin out the Stella D'Oro daylilies and take some to the bandstand. We agreed.

Linda and Beth could not attend the Library Trustees' Conference due to unforeseen circumstances. Beth will ask them for a video of a talk or two.

Our **Selection Policy** was reviewed. Barbara would like to add 'programs and displays' to the materials to be listed for reconsideration. Beverly also suggested adding the art displays on the walls. We agreed that a person requesting a reconsideration of material must be a Hampton Falls resident and card holder. Barbara will change the text and send out again for our review.

Volunteer Policy: Barbara explored the RSAs regarding teens working at the Library as volunteers. Due to their complexity and need for working papers etc., we agreed that the two prospective volunteers could sit in on the story times during the summer and could be allowed to help if requested from the story time presenter. The rest of the policy is acceptable.

A motion to adjourn was heard by Amy, seconded by Laura at 5:11 pm.

Next meeting June 23rd at 4 pm.

Respectfully submitted,
Beverly Mutrie, Secretary