

Peterborough Town Library Board of Trustees
Meeting Minutes June 25, 2018

Present: Marcia Patten (Chair), Karen Struthers (Treasurer), Laura Hanson (Secretary), Jeanie West, & Ron Bowman

Others present: Corinne Chronopoulos (Library Director), Ron McIntire (1833 Society), Audrey White (1833 Society) Barbara Miller (Select Board member) & Mary Hubbard (Assistant Library Director)

Meeting called to order: 1:30 pm

Minutes from May meeting accepted: RB, JW

May Treasurer's Report approved: RB, JW

There was a discussion about the library's financial records. The library's financials don't match the town's records. Corinne has met with the Finance Director concerning the situation and feels there should be follow-up meetings with the town. According to the library's records, the library is not over budget and the situation needs to be resolved. It was recommended that a special board meeting be held with the Finance Director and town administrator to discuss the discrepancies.

Director's Report

- Some of the highlights of the Director's Report include:
- The library's policy manual is complete.
- West Rindge Builders has completed the cleaning of the roof copper and portico repairs.
- Because of the possible move, the furnace hasn't been cleaned. Needs to be done if the library remains open for another season.
- Corinne ran the staff and volunteer appreciation events in June with certificates and chocolates.
- Have created a library "Employee of the Year" award.
- Corinne accepted a nomination to serve on the Economic Development Authority and feels it's an important committee for the library to have a presence on.
- Corinne is serving as Chair of Events Committee for the Downtown Revitalization Committee and the goal is to plan a schedule of monthly events to increase exposure to Peterborough as a place to visit and keep locals visiting downtown.
- Mary Hubbard reported on a recent library program talking about race with two African Americans who live in the Monadnock region. Over 80 people attended and there was a very lively discussion which involved a lot of audience participation. Mary is planning follow-up programs.
- Tim Brezovec has officially joined the library staff as a Library Assistant in July. This is an IT position and Tim will be supporting three hours towards Tech Tuesday programs, one hour towards Drop-in Tech help on Wednesdays at noon, and five to six hours towards tech projects and innovation.

1833 Society

Ron gave a financial update and the campaign still needs to raise approximately \$1.3 million to reach their goal. He indicated they have some “large irons in the fire.” To date, the community direct mail campaign has raised \$8,928. Still working on getting pledges up to three years. The pledges are the only collateral for securing a loan. The finance committee is talking with a couple of banks about bridge financing and also trying to line-up guarantors. The next step for the community phase of fundraising is to create a corporate giving program. The Guernsey Building has a tenant, so the library is taking a second look at the EMS building for its temporary quarters.

New Business

Corinne has two proposals as a result of the RFP for a library moving company. National Library Relocations is the larger of the two and submitted a very thorough proposal. They also have more staff. Overton is the second company and Corinne felt there were benefits to using this company. Marcia stressed that she should make sure both companies have Worker’s Compensation. Corinne will create a matrix to help determine which company to select and will make a recommendation to the Board.

Other Business

MOTION TO ADJOURN FROM PUBLIC SESSION, KS, RB MOTION PASSED

MOTON TO ENTER NON-PUBLIC SESSION under RSA 91-A-311(a)

Marcia Patten Y

Laura Hanson Y

Ron Bowman Y

Karen Struthers Y

Jeanie West Y

THE BOARD ENTERED INTO NON-PUBLIC SESSION AT 3:05 pm

Present: Marcia Patten, Laura Hanson, Ron Bowman, Jeanie West & Karen Struthers

The purpose for entering the non-public session was the Employee Performance Evaluation for the Library Director.

MOTION TO RE-ENTER PUBLIC SESSION KS, JW MOTION PASSED

Marcia Patten Y

Laura Hanson Y

Ron Bowman Y

Karen Struthers Y

Jeanie West Y

THE BOARD RE-ENTERED PUBLIC SESSION AT 3:40 pm

MOTION TO ADJOURN MADE AT 3:40 pm JW, KS

MOTION PASSED. MEETING ADJOURNED AT 3:40 pm

Respectfully submitted, Laura Hanson