

Peterborough Town Library Board of Trustees

Approved Minutes (11/17/22)

October 20, 2022

Meeting called to order: 5:30 pm

Trustees Present: Tina Kriebel (Chair), Laura Hanson (Secretary), Karen Struthers (Treasurer), Kristen Ramey (alternate), Chris Mann (alternate)

Others Present: Corinne Chronopoulos (Library Director)

Motion to allow Kristen and Chris, as alternates, to vote in the absence of Peggy and John. KS, LH Motion passed.

Minutes from the September 15, 2022 meeting approved. KS, CM

Motion to approve July and September Treasurer's Report CM, KR Motion passed.

Discussion about the quote of \$20,000 to paint the Keyes-Sage House. This item was included in the CIP process but this year it will be funded by the Library Trustees. The Town should continue to expect this maintenance item every 7-9 years.

Motion to move \$195,000 in the budgeted fund account to the library's unbudgeted fund account. TK, LH Motion passed.

Director's Report Highlights

- Corinne has received quite a few applications for the part-time Library Assistant job.
- A new caretaker, Laura Bloch, will be joining the PTL team.
- Corinne presented the Keyes-Sage painting expense to the town's CIP committee and explained the Board will fund the painting out of project contingency funds left from the library project. The CIP was made aware that the painting will be included in CIP in the future without an offsetting revenue.
- The irrigation system repairs have been slow to complete and the water bill is over \$4,000 this quarter. Corinne sourced one of the missing pipes and Green Acres has agreed to install as soon as it arrives. This will put the irrigation on its own meter so it has the correct pressure to work as designed and it will reduce the water bill because the sewer costs will be removed from this component.
- Ross would like to move the front landscaping and plant replacements to early spring. Tina is going to ask him if he could clear out the area close to the historic building entrance this fall so it looks neater.
- The sewer line issue is being monitored. The toilet flushometers were increased to more water per flush.
- The bathroom floors have been professionally cleaned as part of annual maintenance and the rugs will be done in the spring.
- The front walks have been poured. The railing needs to be fixed to be code compliant and is in the works.
- There was a training with ABLE for the library's senior staff. The focus was on understanding people with different abilities and how to recognize common ways of discrimination.

- There have been lots of room bookings this month.
- The library hosted the NH Dept of Energy to give them a tour and thank them for the generous grant. They were very impressed with the library's HVAC innovation and the library.
- Four new adult volunteers and one young adult volunteer have been onboarded.
- The staff retreat day was a big success. There were a series of exercises to team-build and to find each person's personal "Why" as well as the "Why" for the library.
- All three PES kindergarten classes visited the library and, as a result, six families signed-up as new patrons.
- The library is collaborating with a local resident who wants to host two "Come Write In" sessions in celebration of National Novel Writing Month.
- The Film Club started-up again and 20 people were in attendance.

Motion to accept the Director's Report KS, LH Motion passed.

1833 Society Update

There's a meeting in November to add a few new people to the Board. The Society is in the process of making a decision about the future of the non-profit.

Old Business

No update from the Peterborough Energy Committee regarding the electronic vehicle charging station.

The library's strategic planning is underway. To date, the public survey has been distributed and the results have been tabulated. The staff has completed its staff retreat day. The next step will be building the community committee.

New Business

Corinne distributed and reviewed the results of the recent public survey. There were a total of 253 respondents, 52 paper surveys and 201 online surveys. Overall, very positive feedback.

Moved the discussion about building service contract to November's meeting.

Other Business

There was a lengthy discussion about the library card application for juvenile card holders ages 5-17. The primary issue is whether or not a parent or guardian be required to sign the application accepting the library's policy of protecting the confidentiality of all patrons regardless of age.

Motion to accept a new procedure to require the signature of a parent or guardian on all juvenile applications as presented. KS, CM Motion passed.

Motion to adjourn made at 7:05 pm CM, KS

Next meeting: Thursday, November 17 at 5:30 pm

Respectfully submitted, Laura Hanson