

**Peterborough Town Library Board of Trustees
Draft Minutes
July 15, 2021**

Meeting called to order: 5:30 pm (in person meeting at temporary library)

Trustees Present: Marcia Patten (Chair), Laura Hanson (Secretary), Ron Bowman, Libby Reinhart (alternate), Deb Caplan (alternate)

Others Present: Corinne Chronopoulos (Library Director), Tina Kriebel (1833 Society), Audrey White (1833 Society), Ron McIntire (1833 Society)

Minutes from June 17, 2021 meeting accepted. RB, LH

May Treasurer's Report approved. RB, LH

Motion to have both library alternates vote. LH, RB Motion passed

Director's Report Highlights

- PUC funding has been confirmed and \$252,000 of the \$300,000 is in-hand.
- Interviews for new hires have begun. All have extensive public library experience and many are already working part-time in local libraries.
- Completed year-end financial processes for FY 2021.
- Purchased people counters for the new building which will help keep statistics on how many visits the library has during the day.
- Continue to work on website design and new room bookings software set-up.
- Hosting many staff meetings and conversations with staff about upcoming move and their roles. There is a tentative draft schedule ready.
- Completed historical exhibit. Waiting for designer and will send to printer. It will be installed in the portico entry.
- The summer reading participation has been excellent with over 100 registrants.

Motion to accept the Director's Report RB, LR Motion Passed

1833 Society Report

Ron McIntire reported for the 1833 Society. The capital campaign has met its goal. There's still considerable work to be done before the September 12th grand opening. The landscaping will start the end of July/first of August.

Old Business

The Grand Opening is scheduled for September 12th. The ribbon cutting will be held from 1 to 2 pm and the Open House will be from 2 to 4 pm. The library will officially open on Monday, September 13th and there will be tours throughout the opening week.

The library received \$10,000 from an anonymous donor to be used to start a new unrestricted endowment fund. Right now the funds are in the Board's checking account. Corinne recommends putting the donation back in the Trustee's endowment.

Motion to accept unrestricted gift of \$10,000 to be placed in Trustee's existing Charter Bank account. The Treasurer will work with Charter to establish a new unrestricted endowment fund as a kick-off for future donations. LH, RB Motion passed

New Business

Motion to submit an entry to the New Hampshire Library Trustee Association on behalf of the Peterborough Friends of the Library for the Sue Palmatier Award for Outstanding Support by a Friends of the Library Group. MP, RB Motion passed. The Trustee vote was unanimous and the Chair contacted the absent Trustees and received their statement of approval.

Reviewed and answered four questions that Corinne presented to the Board relative to her personnel review.

MOTION TO ADJOURN FROM PUBLIC SESSION, RB, LH

MOTION TO ENTER NON-PUBLIC SESSION under RSA 91-a:311(a) – Personnel

Marcia Patten Y

Ron Bowman Y

Laura Hanson Y

Deb Caplan Y

Libby Reinhart Y

THE BOARD ENTERED INTO NON-PUBLIC SESSION AT 6:45 PM

Present: Marcia Patten, Ron Bowman, Laura Hanson, Deb Caplan, Libby Reinhart

The purpose of the non-public session was to review a draft of Corinne's annual job review document.

Discussion on whether to seal the Minutes. Motion not to seal the Minutes: RB, LR Motion passed

MOTION TO RE-ENTER PUBLIC SESSION, RB, LH

Marcia Patten Y

Ron Bowman Y

Laura Hanson Y

Deb Caplan Y

Libby Reinhart Y

Motion to adjourn made at 7:00 pm LH, RB

Next meeting: Thursday, August 19, at 5:30 pm

Respectfully submitted, Laura Hanson

