

**DAVIS PUBLIC LIBRARY
STODDARD, NH
BOARD OF TRUSTEES**

DATE: 7/31/23

TIME: 7:05

TYPE OF MEETING: Board of Trustees

1. Call to Order:

a. Roll call:

PRESENT: Don Healy- Chairman, Inga Dellea- Library Director, Angel Nicoletti- Alternate, Dean Dorman- Treasurer, Jan McGonagle- Secretary

ABSENT: Patty Maden- Alternate

PUBLIC PRESENT: None

b. Minutes: minutes from the regular BOT meeting on 6/5/23 were reviewed and accepted as presented.

c. Correspondence: Inga has been in communication with Tumble books to explore costs of utilizing their services.

d. Public Comment: None

2. Reports:

a. Financial: Dean presented the financial reports including budgeted to actual costs to date and the library is running well within budget. There are some outstanding bills from June that have not been received, the total of which is approximately \$3,000. The profit loss statement from June will be adjusted accordingly.

b. Library Director: Inga presented her director's report. The use of materials that are checked out has increased, summer programming was less well attended than in the past. It is suspected that this may be due to the significant flooding in Stoddard at the time. Inga also led a discussion about potential roles that the Davis library might play in recreation. The trustees and director decided that library resources and staffing should continue to focus on the current established programming and priorities. We also reviewed the flowsheet for documentation of the hours and payroll.

3. Old business:

a. Dean adjusted the maintenance category within the budget and spoke to the town administrator, Michelle Pong, about funding of outside maintenance.

- b. David Lesser completed the stonework for the roof dripline.
- c. Geri Bailey clarified that library activities which occur off the library property are covered by the town's insurance policy.
- d. Jan updated the calendar for Trustee responsibilities to include organizing a yearly political candidate forum in March.
- e. Inga will call Irving Oil for a fall propane delivery.
- f. Dean and Inga worked together to complete the end of year financials.
- g. Inga clarified that the library is being utilized as a site for community members to retrieve materials for the 250th Anniversary event.

4. New Business:

- a. There is a new septic system installed near the library's property line and well. Dean and Angel will investigate the issue to see if it impacts the library's well.
- b. Inga informed the trustees about a computerized interactive book program called Tumblebooks. She shared her thoughts on why this resource could be a meaningful contribution to our community. It was decided she will sign a contract for the library to obtain Tumble books and do community outreach once the service is available to library patrons.
- c. An enlightening discussion regarding first amendment challenges took place. Inga will continue to support staff regarding this possibility. The staff is aware that they should not confront anyone choosing to film within the library as it is a public space. She will review that it is important for staff to maintain a calm demeanor and which spaces the staff can use to obtain privacy if necessary.
- d. We discussed the fall schedule and plan to work on the budget for fiscal year 2024-2025 in November and discuss at the Trustee meeting in December.

5. Next meeting dates: 10/2/23, 12/4/23

Adjournment at: 8:47

Transcribed and submitted by: Jan McGonagle, Secretary

Summary list:

Motions:

1. Don made a motion to accept the minutes from the regular BOT meeting on 6/5/23 after they were reviewed and accepted as presented. Dean seconded the motion which passed unanimously.
2. Jan moved to accept the financial reports as presented and with the adjustments to the profit loss statement for the additional purchases made in June. Don seconded the motion which passed unanimously.
3. Dean moved to buy a year's subscription of Tumblebooks. Don seconded the motion which passed unanimously.
4. Dean moved to adjourn the meeting. Don seconded the motion which passed unanimously.

Action Items and Directives:

1. Inga will work with Jason Kovarik and Bob Maden to streamline and improve community notification of library events.
2. Dean will send Inga the amount available per year for payroll.
3. Inga will call Irving Oil for fall delivery
4. Trustees will clarify if the library's well remains safe in light of the neighbor's new septic system.
5. Inga will post all future library meetings that are open to the public on both the Davis Library and the Stoddard town websites.