

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

**DATE:** 9-12-22

**TIME:** 7:00 pm

**TYPE OF MEETING:** Regular Board of Trustees Meeting

**PRESENT:** Don Healy-Chair, Jan McGonagle-Secretary, Dean Dorman-Treasurer, Inga Dellea-Director, Angel Nicoletti-Alternate, Patty Maden-Alternate

**ABSENT:** None

**PUBLIC PRESENT:** None

**1. Call to Order:** Don called the meeting to order at 7:04pm

**a. Roll call:** All present

**b. Minutes:** The minutes from the Regular Board of Trustees Meeting June 20, 2022, meeting were reviewed and accepted as presented.

**c. Correspondence:**

- Inga reported that there was an issue with some spam on her personal computer but she did not anticipate that there were be implications to the library accounts or computer.
- Inga has been in communication with the Faulkner school regarding collaboration and ideas to address the shortage of space for a library at the school this year.

**d. Public Comment:** None

**2. Reports:**

**a. Financial:** The financial reports were reviewed. Dean explained that there was no town data available for June. He will get it and resend the reports for review. The preliminary financial reports were approved.

**b. Library Director:** The Director's report was reviewed. Attendance has remained consistent and there has been good attendance to the summer Reading program. She discussed upcoming programs.

**c. Review of action Items:**

- Inga shared that the fire alarm system has not had false alarms
- Inga did not reach out to the Fire Department to see what our occupancy limit is inside the library. This limit should be posted somewhere in the library. She will do this before the next meeting.
- Dean clarified with Jan what happens to leftover warrant funds. They can roll into the next FY.
- Dean will pay the NHLTA dues yet for the Trustees.

- Dean is working on the fiscal records for the auditor and deliver them to the town.
- The Friends of the Library paid for the lawn improvements.

### 3. Old/Unfinished Business:

- **Update on the bequest:** The bequest for \$5,000 is pending and will be sent to the Friends of Davis Public Library.
- **Performance Evaluations:** Don will organize a Zoom call with the Trustees to gather input for Inga's review. Inga will do a self-evaluation and then Don and Inga will go over both together.
- **Investment of Savings:** Dean asked about investing these funds in mutual funds.

### 4. New Business:

- **Library at Faulkner School:** Inga has been exploring options to improve collaboration and access at the elementary school. There was discussion of kiosks and other options. She will research if other towns have used similar approaches.
- **Candidate forum:** The board discussed and support Inga organizing a discussion forum similar to last year's.
- **Book Censorship:** Discussed need to develop a policy regarding this issue. Inga will send copies of sample policies regarding book censorship.

**Next meeting date:** November 21, 2022 at 7 pm

**Adjournment at:** The meeting was adjourned at 8:56 pm.

**Transcribed and submitted by:** Jan McGonagle, Recording secretary

### Summary list:

### Motions:

- Don entertained a motion to accept the minutes from June 20, 2022 meeting as presented. Dean so moved and Jan seconded. The motion passed unanimously.
- Dean entertained a motion to invest the \$15,000 into Vanguard S & P 500 Index fund. Don so moved and Jan seconded. The motion passed unanimously.
- Don entertained a motion for Inga to organize a candidates forum. Dean so moved and Jan seconded. The motion passed unanimously.

**Action Items and Directives:**

- Inga will reach out to the fire dept regarding max occupancy for the library. This limit should be posted somewhere in the library.
- Dean will pay NHLTA dues for the Trustees.
- Dean will send a letter to the Town of Stoddard requesting release of funds to the library.
- Dean will prepare the fiscal records for the auditor and deliver them to the town.
- Don will send BOT blank evaluation forms to complete and arrange a zoom meeting with the board to discuss Inga's performance evaluations
- Inga will complete her own performance evaluation
- Don will meet with Inga to discuss the performance evaluations
- Dean and Jan will place rocks for roof drip line in back of library