DAVIS PUBLIC LIBRARY

STODDARD, NH

BOARD OF TRUSTEES

DATE: September 18, 2019

TIME: 1:00 pm

TYPE OF MEETING: Regular monthly meeting

PRESENT: Angel Nicoletti, Alexia Currie, Margo Santoro, Geri Bailey, Inga Cullen

1. Call to Order at 3 p.m.

a. Roll call Angel Nicoletti, present; Alexia Currie, present; Margo Santoro, present; Geri Bailey, present; Inga Cullen, present

b. Approval of July 2019 Minutes complete

c. Correspondence: None

d. Public Comment: No Public Comment

2. Reports

a. Financial: Presented by Alexia Currie, approved by trustees

b. Library Director: Presented by Inga Cullen,

1. lengthy discussion ensued regarding Biblionix vs Atriuum; Inga will present recommendation in October; trustees agreed to finance either new system; Lexie moved that we will fund migration to new ILS, seconded by Margo, approved unanimously,
2. discussed per diem opening at length; has one excellent candidate with Master of Library Science; Angel moved that Inga offer position to that candidate, Lexie seconded, all in favor,
3. Teen Meet Up has lots of enthusiasm, Cadence Manuel especially engaged in promoting program;
4. Angel made a motion to accept Rose of Sharon donation from Marylou Stymest, seconded by Margo, approved unanimously,
5. Davis Public Library birthday party September 28 from 11 to 1; Inga advised to use petty cash for necessary supplies
6. YAL conference is not in the budget so Inga can ask Friends of the Library

3. Review progress on Action Items and Directives

a. Bookshelves were painted, awaiting bill from Brian Wakeman.

b. Little Free Library to go at Franz Hasse house.

c. Discussed web site options. Open Source software discussed. May not be viable if you want web site long term. Geri wants to sit with Inga to discuss web site needs in depth.

d. Inga retyped improvement list and distributed.

e. Lexie typed and distributed volunteer policy. Margo will update contact list. Margo will publish both in computer and in hard copy policy book. Margo will also add updated financial policy completed by Lexie.

f. Monthly trustee meetings are now on town calendar.

g. Angel put library battery changes on library calendar.

4. Old Business

a. Resources for Visually Impaired will be on the October agenda.

b. Landmark Audio license was renewed.

c. Inga remains willing to obtain notary license and Lexie will research for next meeting.

d. Little Free Library concluded.

e. Front door flooding still ongoing.

5. New Business

a. Web site proposal - see action items.

b. Policy storage will be both digital and printed.

c. Internet and Sexual Harassment policies will be discussed in October. EReader policy will be discussed in October.

d. Parking lot maintenance discussed. Can funds come out of town building maintenance. Can we coordinate with the fire department.

e. We agreed lawn didn’t need improvement.

f. Angel will update improvements list.

g. Norton subscription will be renewed by Inga ASAP with the 50% discount.

h. Rose of Sharon donation accepted from Marylou Stymest.

6. Announcements

7. Next meeting date – Wednesday, October 16, 2019, at 1 pm.

8. Adjournment at 4:30 pm

9. Submitted by Margo Santoro, Secretary

Summary list:

Motions

* Lexie moved that we will fund migration to new ILS, seconded by Margo, approved unanimously
* Inga will explore research ILS possibilities and contact Jaffrey Library director for her preferences; Lexie will ask Lauren what she would have suggested; Geri will work with Inga on comparing the various ILS possibilities
* Angel moved that Inga offer position to that candidate, Lexie seconded, all in favor
* Angel made a motion to accept Rose of Sharon donation from Marylou Stymest, seconded by Margo, approved unanimously,
* Inga will renew Norton antivirus protection ASAP, hopefully at $60 annual price

Action Items and Directives

* Inga will renew Norton subscription
* Inga (working with Geri) will present recommendation for ILS in October; Inga will contact the Jaffrey Library director for her experience with Biblionex; Lexie will ask Lauren if she has a recommendation
* Lexie will get costs for Notary Public license and tools
* Margo will update contact list. Margo will publish both in computer and in hard copy policy book. Margo will also add updated financial policy completed by Lexie.
* Angel will update improvements list.
* Geri will talk to Steve McGerty regarding library’s willingness to coordinate with fire department on parking lot repaving proposal to town
* Geri and Inga will work together deciding on what we need for a website
* Inga to contact Mary Lou Stymest regarding Rose of Sharon donation, and will send her a thank you note