

**East Kingston Public Library  
Minutes of October 23, 2017 Board of Trustees Meeting**

**Attendees:** Sarah Courchesne –Treasurer, Jeanne Furfari, Conrad Moses

**Absent:** Nancy Parker, Deborah Hobson, Alternate

**Alternate:**

**Director:** Tracy Waldron

**Visitors:** Sandy Courchesne

Meeting Opened by Secretary Conrad Moses at 7:02 pm.

Courchesne made a motion that Moses chairs the meeting.

Furfari 2nd. Motion passed unanimously

**REGULAR REPORTS**

**Approval of Minutes from Last Meeting:**

VOTE: Motion to approved September 25, 2017 minutes by Courchesne /2<sup>nd</sup> by Furfari (Voted 3-0-0)

**Treasurer Report (Sarah Courchesne)**

Payroll – 65% ytd

Building Maintenance – 80% ytd

Education – 50% ytd

Media –64% ytd

Electricity – 64% ytd

VOTE: Motion to accept treasurer report by Courchesne /2<sup>nd</sup> by Furfari ( Voted 3-0-0)

**Donations**

VOTE: Motion to accept Conscience jar donations of \$35.00 by Courchesne/2<sup>nd</sup> by Furfari (Passed, Voted 3-0-0)

**Budget:**

Courchesne presented the propose budget to the Selectmen Board on October 10. At that meeting it was decided to revisit the Library budget, as some of the information changed since the Library Trustee voted on the propose budget. Amend proposed budget to include salaries. Propose budget is two hundred twenty two thousand dollars (222,000 USD).

The Board approved the propose budget Motion by Courchesne /2<sup>nd</sup> by Furfari (Passed, Voted 3-0-0).

**LIBRARY REPORTS:**

**Director Report:** Tracy Waldron

Library Maintenance:

Library Cleaning: The cleaning of the Library could use some type prioritized. Tracy will make up a list of a cleaning check off list for the library cleaning tasks. She will go over it with the janitor and staff.

Snow Heating Elements: Still being looked into for electricians to check the snow heating elements on the roof eaves.

The pergola's pillars: Tracy in the process of sealing the cracks in the columns.

Library Education: (no report)

Other Library News: (no updates)

**Friends of the Library: (No Report)**

The Friends annual membership meeting is January 19.

**NHLTA: (Moses)**

The NHLTA's Library of Year for this year is Hampstead Public Library. The award will be celebration will be Saturday October 28, 2 to 4pm, at the Hampstead Public Library.

Congratulations to Hampstead Library's Staff and Trustees.

**Things going on in Town: (No Report)**

**Public Questions & Comments: (None)**

## **Old Business:**

### **Policy Committee:**

The Committee is working on a strategic plan  
Next Policy Meeting – Thursday November 16, 2017 at 10:00am

### **Solar Panels:**

ReVision has extended their offer for solar panels, although they will not be eligible for any state or federal subsidies. The Town Attorney is reviewing the legal issues to writing a warrant article to implement in installing solar panels.

### **Warrant Article:**

The Board approved to place a warrant article on the town ballot to funds existing Library building major repair/replacement reserve fund. The warrant article is the same as last year, to appropriate the sum of eleven thousand dollars (11,000 USD). If passed, this should bring the reserved funds being almost fully funded.

A motion to approve the warrant article was made by Furfari /2<sup>nd</sup> by Courchesne (Passed, Voted 3-0-0).

## **New Business:**

### **Resignation:**

The Board of Trustees sadly accepted Barbara Williams's resignation letter. It was with great sadness and reluctantly the Board accepted her resignation. Barbara Williams dedication as a Library Trustee has been invaluable assess to the Board with her keen insight and experiences in human resources.

A motion to accept Williams' resignation was made by Courchesne/2<sup>nd</sup> by Furfari (Passed, Voted 3-0-0)

### **Library Trustee:**

Sandy Courchesne had expressed at the last meeting express her interest in becoming a Library Trustee. She was a former Library Trustee in Massachusetts. A motion was made to submit her name to the Selectman to replace Williams on the Board under RSA 202-A:10 and RSA 669.75. Furfari will write a request letter for the Board of Selectmen to seat Sandy Courchesne on the Board until next election.

A motion to write the letter was made by Furfari /2<sup>nd</sup> by Courchesne (Passed, Voted 3-0-0)

**ACTION ITEMS ASSIGNMENTS:**

Heater elements on eaves of the roof, Tracy  
Solar Panels, Sarah  
Pillar condition and repair, Tracy

**Upcoming Events and Programs:**

Next EKPL Board of Trustee Meeting – Monday November 27, 2017, at 7pm  
Policy Committee Meeting – Thursday November 16, 2017 at 10pm

**Meeting Adjourn:** 8:23pm

VOTE: Motion made by Furfari /2<sup>nd</sup> – Courchesne (unanimous)

*Conrad Moses*

Signed by Conrad Moses  
Acting Chair for Meeting

Submitted by  
Conrad Moses - Secretary