

APPROVED

May 22, 2023
East Kingston Public Library
Meeting of the Board of Trustees

Attendance: Robert Minicucci, Sandra Courchesne, Nancy Parker, Louise Barsalou. Debbie O'Neill, Alternate. Zoe Sucu, Director; Sherry Castle, Assistant Director.

Absent: Sarah Courchesne

Robert called the meeting to order at 5:00 p.m.

Review of April 24, 2023, Minutes: A motion was made to approve the minutes of the meeting of April 24, 2023. (Robert/Lou-2nd). All approved.

Treasurer's Report: Tabled until June.

Director's Report:

Zoe reported the following circulation figures for April:

- Circulation was 2,306;
- Foot traffic was 1,115;
- 14 new patrons received library cards;
- 20 programs were attended by 272 people.

Zoe attended a meeting of the Community Engagement Committee at the elementary school. This committee was formed to help integrate town organizations. Members include Zoe, Parent Representative Becky Jones, a teacher, a school administrator, and School Board member Kirsten Soroko. Their next task is to create a vision statement.

Zoe noted that the Summer Reading Program begins on June 26th. It is entitled All Together Now. Our program will focus on bees as pollinators and producers of honey. Zoe will be going to the elementary school to introduce the program to the students and to encourage them to participate.

Upcoming programs:

The digital literacy program will be presented two times on May 25th. Based on a survey at these sessions, another session will be held on June 7th focusing on two programs offered by the library.

June 18th: Summer Market from 10-2. There will be 31 vendors, an ice cream truck, a raffle, and a community table manned by volunteers.

June 19th: Juneteenth—library will be closed.

June 26th: Start of Summer Reading

Town Update: Robert was able to access the library page on the town website. Sherry noted that he should have access to the library trustees page not the library page. Robert will check with town hall again.

Friends: The Friends Book, Bake and Plant sale will now be held on June 3rd since the original date was rained out.

Old Business: Update on employee handbook revision: the committee will meet on June 1st to finalize the edits. The revision will then be sent to the entire board for their consideration. It was agreed that at least some sections should be reviewed by either the town lawyer or an outside lawyer before final approval.

New Business: Those who attended the NHLTA conferences shared their impressions. Zoe and Sarah's presentation was well received. One attendee wondered if they could record their presentation so non attendees could use it for reference if interested in presenting such a program. Mention was made that there were fewer sessions and longer breaks than in the past, which was frustrating at times.

The same committee will move on to the revision of the hiring policy once the handbook is completed.

There was a discussion of ways we could get more information about library services to the wider community. Robert and Sherry do attend Selectman's meetings.

We might consider providing more data about the impact of library services to the public. Sherry will continue to look at more data points and try to determine what data that is required by the state might be used to inform the public.

There was some discussion of moving forward with a strategic planning document. Robert noted that a presenter at the conference might be available to give us ideas about the process.

Robert adjourned the meeting at 6:13 p.m.

Respectfully submitted,
Sandra G. Courchesne, Secretary