

February 24, 2020
East Kingston Public Library
Meeting of the Board of Trustees

In Attendance: Conrad Moses, Sarah Courchesne, Sandra Courchesne, Laura Branting
Nancy Parker, Tracy Waldron

Visitors: Deborah Hobson, State Representative, and Robert Minicucci

Conrad called the meeting to order at 7:03 p.m.

Review of January minutes: Motion to approve the minutes as presented with the following corrections: Zoe has completed the paperwork to be a notary public not "Zoe to take a class to be a notary public" and the spelling of a name from "Emily Darbe" to Emily Darby. (Conrad/ Laura-2nd) All approved.

Treasurer's Report: Sarah reported that the total library expenditure was \$186,359, which was 103% of our budget. Unexpected water system expenses were not budgeted.

At the end of January, each line item in the 2020 budget should represent 8% of the budgeted amount.

Building Maintenance	6%
Media	7%
Payroll	7%
Services and Supplies	15%—Audio bookcases were purchased
Electricity	12%—Billed quarterly
Propane	76%—Delivery just received-should last most of year
Programs	20%

Motion to accept the treasurer's report was made(Sandy/Nancy-2nd). All approved.

Motion to accept the following donations: conscience jar donations in the amount of \$29.98, donations in the amount of \$100.00 as a memorial for Ardith Polletta, and other donations in the amount of \$200.00 (Laura/Nancy-2nd). All approved.

Director's Report:

Tracy reported that the staffing is working well and that there have been no building problems this month.

There have been record numbers attending story hours. The homework club is doing well despite illness. Lower numbers have been attending the children's programs because of illness. An adult mosaics class was well attended.

There will be several programs for children during vacation week. There will be a Mardi Gras party on Tuesday. Imagarena will present a program on Wednesday, and a Makers Meeting to explore magnetic mazes will be held on Saturday.

Friends' Report:

Tracy reported that several executive board positions were filled at the meeting on February 16th. Sherry Castle will serve as treasurer, Sharman Cohen will serve as secretary, and Carol Powers will be in charge of the Pound School Used Book Shop. The position of president is still open.

NHLTA Report: Conrad reported that the planning is continuing for the May 12th conference at the Grappone Center in Concord.

Town Update: Tracy and Sarah reported on problems with the town handling of our budget so that the amount on the warrant is incorrect. There have been meetings with selectmen as well as the town consultant and the town administrator. We were told that the "missing" money was actually in the town budget but located under other headings. The town administration seems to be unaware of the state RSA's as they apply to the library budget and the duty of the treasurer of the Board of Trustees to report the status of the library budget to the full Board of Trustees at each meeting. The situation is still unresolved.

There have also been problems with the process of producing the town report. Notice was not sent to our treasurer as to a deadline and when information was submitted, there was no acknowledgement that it had been received. There are serious concerns among the members of the Board of Trustees that the current process needs to work better.

The Board of Trustees with Deb Hobson's help will hold a Candidate's Night on March 4th at 7:00 p.m. at the library. Both Joe Cacciatore and Rob Caron are running for the one open Selectman's seat. Those in attendance may submit questions for those running in the March 10th election. Refreshments will be served.

Alternates:

Conrad explained the role of alternates on the Board. Robert Minicucci expressed an interest in serving as an alternate. A motion was made to approve both Deb Hobson and Robert Minicucci as alternates to the Board of Trustees for this year (Sarah/Laura-2nd). All approved. Conrad will submit their names to the Selectmen for their approval.

The next meeting of the Trustees will be on March 23, 2020.

The meeting was adjourned at 8:20 p.m. (Sarah/Laura-2nd) All approved.

Respectfully submitted,
Sandra G. Courchesne, Secretary