

APPROVED

February 27, 2023
East Kingston Public Library
Meeting of the Board of Trustees

Attendance: Robert Minicucci, Sarah Courchesne, Sandra Courchesne, Nancy Parker, Louise Barsalou. Zoe Sucu, Director; Sherry Castle, Assistant Director. Debbie O'Neill, Alternate Candidate. Conrad Moses, visitor—former chair of the Board.

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

Review of January 30, 2023 Minutes: A motion was made to approve the minutes of the meeting on January 30, 2023. (Robert/Nancy-2nd). All approved.

Treasurer's Report: No report was available as the necessary data was not received from the town due to vacations. There were no conscience jar donations.

Director's Report:

The deliberative session was held on February 4, 2023, in a very cold gym at the elementary school. There were no changes to the proposed budget or warrant articles.

The town election will be held on March 14, 2023. Since there is only one contested race and the school committee is holding a candidate information session on March 9th at 5:30 p.m., no meet-the-candidates night will be held at the library. Each candidate will be available to the public at the library. Kirsten Soroko will be here on March 4th from 9:00 a.m. to 10:00 a.m.. Mike Metallo will be here on March 11th from 10:00 a.m. to 12:00 noon.

Zoe reported that several people had submitted editorials to the newsletter. Since the newsletter is meant to provide information not opinions, they will not be printed. Joe Cacciatore's article was allowed as it was explanatory in nature.

Zoe indicated that the Farmers' Markets will be held on the library grounds again this summer. Zoe will be meeting with the Joneses soon to discuss the details.

Zoe noted that the current yoga teacher is unable to continue so yoga has been cancelled. Zoe is trying to find someone to teach yoga and possibly chair yoga as well.

Sherry noted that the historical society has requested to use the Pound School for storage of town historical records while beams are replaced in the Old Town Hall. That should be possible. Long term the records will be kept in the Old Town Hall. The historical society will be using our scanner to digitize those records.

Zoe has received a request from the East Kingston Girl Scouts to sell Girl Scout cookies in the library on a date to be determined. There should be no problem with that request.

The following programs are planned for March: Discover DIY will be held on the 15th; Makers Meeting for kids on the 21st; and Garden Design-Choose the Right Tree or Shrub on the 23rd. The first Garden Design program has been rescheduled to February 28th.

Zoe reported the following circulation figures for January:

- Circulation was 1997;
- Foot traffic was 995;
- 3 new patrons received library cards;
- 15 programs were attended by 87 people.

New Hampshire Humanities has indicated that we may do 5 programs through their organization instead of the current 3 programs. Zoe will try to schedule the 5 programs when possible.

Town Update: Debbie informed us that she had gone to the town hall to be sworn in as an alternate trustee but was informed that a letter from Robert to the Selectmen was needed. Robert will be certain to get that letter to them. There was a misunderstanding about what is required from the board for an alternate to be sworn in.

Friends: No report

Public comment: Conrad asked us to be aware of NH House Bill 514 which is currently under consideration regarding obscene materials in educational institutions.

Old Business: Robert indicated that he is planning to try to attend many Selectmen's meetings. Zoe gave him the schedule of these meetings. Sherry has been routinely going to the meetings as a concerned citizen.

A motion was made to accept the revised Community Health and Safety policy and Emergency Closing Procedures. (Robert/Lou-2nd). All approved.

Juneteenth holiday: Sarah did some research on our ability to close the library on the national holiday. Full time employees would be eligible for pay. The addition of this holiday should appear in the employee handbook. Sarah will check about how we should handle part time employees who are scheduled to work that day.

New Business: Review of Employee Handbook: Robert, Lou and Zoe will begin the review of the handbook in sections. The first meeting will be on March 24th at noon. We also need to compare some parts to the town employee handbook and determine what sections from that document need to appear in the library document. Zoe will send both documents to the Board members.

Robert adjourned the meeting at 5:58 p.m.

The next meeting is March 27, 2023.

Respectfully submitted,
Sandra G. Courchesne, Secretary