

APPROVED

October 24, 2022  
East Kingston Public Library  
Meeting of the Board of Trustees

Attendance: Robert Minicucci, Sarah Courchesne, Sandra Courchesne, Nancy Parker, Louise Barsalou. Don Heselton, Alternate. Tracy Waldron, Director; Zoe Sucu, Assistant Librarian.

Robert called the meeting to order at 5:04 p.m.

The first order of business was the presentation by Marcia McLaughlin, President of the NHLTA, to Tracy of the Director of the Year Award from the organization. Katrinka Pellecchia, Past President, also attended as the photographer for the event. The Board had submitted an application for the award earlier this year, citing Tracy's many years as director and her accomplishments in making the library an integral part of the community. Tracy expressed her surprise and appreciation for the award.

**Review of September 26th Public and Non-Public Minutes:** A motion was made to approve the minutes of the public meeting on September 26, 2022. (Sarah/Nancy-2nd). All approved. A motion was then made to approve the minutes of the non-public meeting on September 26, 2022. (Sarah/Nancy-2nd). All approved.

**Treasurer's Report:** Sarah presented the treasurer's report as of the end of September. Each item should represent 75% of the budget.

Building Maintenance	72% (figures not received for September)
Electricity	164%
Water	— — (figures not received from town hall)
Media	66%
Payroll	70%
Services and Supplies	80%
Propane	50%
Programs	122%
Education	61%

The percent of total expenses was 69%. Sarah is working to clarify the electricity expenses since Revision bills quarterly and Unitil bills monthly. We have one more year before we can purchase the solar panels. After that time, we will have no charges for electricity. A motion was made to accept the treasurer's report. (Sandy/Nancy-2nd). All approved. There were no conscience donations.

Sarah presented the budget for 2023, both the figures required by the town and a detailed budget with specific categories. The new budget is for \$175,388.00, which represents a 1.8% increase from this year. The benefits for the two full-time positions are included in the town's budget. Because the two positions will be held by new employees to these positions, the town approved COLA of 7.2% does not affect our budget. The budget spreadsheet will be filed with the town by November 9, 2022. Sarah will present the 2023 budget to the Selectmen on November 28, 2022. A motion was made to accept the 2023 budget. (Robert/Nancy-2nd). All approved.

Discussion continued as to the best way to show the town's support for the library at the November 28th meeting. Hopefully, all Trustees will be able to attend the meeting along with

Tracy and Zoe. A letter has been drafted and will be edited by Robert and Sarah to be sent to library supporters who are not members of the Friends to ask their support for the budget that night. Several will be asked to attend the meeting in person and others to attend on Zoom. Our budget does contain two full-time positions, one part-time position and one or two page positions, which are all essential to the operation of the library. We may also need support at the Public Hearing on the Budget on January 16, 2023, and at the Deliberative Session on February 4, 2023.

Sarah suggested that we also request a warrant article of \$10,000 to replenish our Capital Reserve Fund for the cost of the heat pumps. That article must be submitted by January 10, 2023. A motion was made to file a warrant request for \$10,000 to be applied to the Capital Reserve Fund. (Sarah/Nancy-2nd). All approved.

### **Director's Report:**

Tracy reported that the new Library Assistant, Kathryn Cowdrey, has now been working for several weeks and has been doing fine.

Three interviews have been held for the position of Assistant Director, one via Zoom. One interview remains before discussion of those candidates.

The Halloween party will be held on Saturday, October 29th at 1:00 p.m.

Courageous Conversations: Tracy attended the session in Brentwood presented by the teachers from the town regarding curriculum. Although there were some hecklers, the teachers presented an excellent program clarifying their approach to teaching diversity and inclusion.

Sandy reported that she and Bob attended the session at the Exeter Public Library. The presenters were Renay Allen, Michael Cameron Ward, and Barbara Rimkunis the co-director of the Exeter Historical Society. Although the presentations focused on Exeter, they did highlight the lost histories of under represented groups in the area. The lack of both Zoom and a recording of the event to be viewed later was unfortunate.

The book club through the New Hampshire Humanities Council on the East Kingston Library platform will be held on November 2nd. This event will be virtual. All members of the Trustees received a copy of the book to be discussed, *Just Us* by Claudia Rankine. The moderator will be April Fogel, a former New Hampshire poet laureate.

On November 6th at the Brentwood Library the Human Library will be available. Attendees will be able to visit with the "human" books to explore their experiences.

Tracy noted that she attended the Senior Tea and both she and Zoe attended the meeting of the community engagement committee at the elementary school.

Tracy explained that there is a new town policy regarding time off as noted in the new Employee Handbook. It includes a one-time rollover of earned time, giving employees significant amounts of earned time. This situation presents a difficult situation for Tracy in her effort to use her earned time before her retirement. The library will thus be closed for the regular holiday and Friday as usual and will remain closed on that Saturday as well.

**Town Update:** Don Heselton was thanked for his service to the Board as an Alternate Trustee. He is leaving the Board as he is moving to Epping. We will be looking for another Alternate. Sarah's and Nancy's terms are up this year. They must submit their paperwork to appear on the ballot for another term between January 25, 2023, and February 3, 2023.

**NHLTA Report:** Plans for the conference on May 9th are underway. Sarah and Zoe are preparing a session on the Courageous Conversations program.

**Friends' Update:** The Friends have scheduled their meetings for 2023: January 25, March 23, June 22, and October 19. All meetings will be from 6-7 p.m. The Friends are currently planning a Christmas get-together on December 2nd from 4-6 p.m. and they hope the Trustees will be able to attend.

**Old Business:** None

**New Business:** Robert indicated his interest in acquiring data on library and program usage for future informational purposes. Tracy indicated that she already has this information and can provide him with whatever data points he wishes to see.

Robert adjourned the meeting at 6:42 p.m.

Respectfully submitted,  
Sandra G. Courchesne, Secretary