East Kingston Public Library  
Board of Trustees Meeting 
Minutes of July 23, 2018 

Attendees: Laura Branting, Conrad Moses, Sandy Courchesne  
Absent: Nancy Parker, Tracy Waldron,  
Alternate: Deborah Hobson  
Director: 
Visitors: Lisanne Cozart, Jennifer Tode 

Meeting Opened by Chairperson Conrad Moses at 7:00 pm.

REGULAR REPORTS

Approval of Minutes from Last Meeting:  
VOTE: Motion to accept minutes of EKPL June 2018 Meeting - Sandy Courchesne/Branting 2nd. 
Motion passed unanimously (Vote 4-0-0)

Treasurer Report (Sarah Courchesne) 

Payroll - 46%  
Building Maintenance - 17%  
Education - 46%  
Media - 46%  
Electricity - 46%  
Supplies and Services - 56%  
Propane - 72%  

VOTE: Motion to accept treasurer report - Branting/Hobson 2nd. Motion passed unanimously (Vote 4-0-0)  

Donations - Conscience Jar Donations - $27.00 Hobson/Branting 2nd. Motion passed unanimously (Vote 4-0-0)

LIBRARY REPORTS:

Director Report: None - Tracy Waldron on Vacation

Friends of the Library: Lisanne Cozart 

- 7/28 - Harry Potter Event 10:30 - 1:00 Volunteers still needed.  
- Solar Panel check is ready. Sarah Courchesne said it is not required until installation.  
- Ocean State Gaming Fundraiser on 8/30 & 8/31

NHLTA: Conrad Moses

Regional Retreat - October 11, 2018 @ 6:00 PM  
Governance Committee Meeting - 7/24
Things going on in Town:  No Update.

Policy Committee Update:

- Next policy meeting will review Employee Handbook
- Job Description needs to be worked on
- 3D Printer Materials - review final version
- Hiring Policy

New Business: None.

Public Questions & Comments: None.

Old Business: None.

Solar Panels:

- Check not required until installation date. Potentially fall. (Sarah Courchesne)

New Business: None.

Action Items:

- Employee Handbook
- Schedule for Policy Review
- Pergola Repair
- Review 3D Printer Material

Upcoming Events and Programs:

- Next EKPL Board of Trustee Meeting - Monday, August 27, 2018 at 7pm
- Policy Committee Meeting - TBD

Meeting Adjourn: 7:40 PM
VOTE: Motion made by Hobson /Courchesne 2nd (4-0-0)

Conrad Moses
Chairperson - Conrad Moses

Deborah Hobson
Submitted by Deborah Hobson, Secretary