

April 23, 2018
East Kingston Public Library
Board of Trustees Meeting

In Attendance: Conrad Moses, Sarah Courchesne, Sandy Courchesne, Laura Branting, Tracy Waldron
Visitors: Lisanne Cozart, Jennifer Tode, Laurel Urwick, Kathy Sperounis-Director of the Mary E. Bartlett Library in Brentwood.

Conrad called the meeting to order at 7:02 p.m. Sandy Courchesne agreed to serve as secretary for the meeting.

Review of March minutes: Motion to approve minutes as presented (Sarah/Laura-2nd). All approved.

Treasurer's Report: Sarah presented the treasurer's report. At the end of March, each line item should represent 25% of the budgeted amount.

Building Maintenance:	16%
Education:	11%
Media:	24%
Payroll:	21%
Supplies:	30%
Electricity	23%
Propane:	72% (Bill received for the year)

No donations were received.

Motion to accept the treasurer's report (Sandy-2nd, Laura). All approved.

Director's Report: Tracy indicated that the spring maintenance of the HVAC system has been done. She is looking for someone new to do the window washing.

Tracy mentioned that there will be some staffing concerns when she is on vacation this summer. She is working to find suitable individuals to cover these staffing concerns.

Tracy and Zoe will be attending a conference.

Programming: Participation in the Magic Tree House is growing.

April 24-Program by Squam Lakes Natural Science Center on animals with bad reputations

April 25-Vacation Makers

April 28-Regular Makers meeting

April 30-Food for Thought-Desserts (more interest in this program this month)

The 3-D printer donated by the Friends has arrived and the staff is learning how it can be used for library programs. An information sheet has been created based on one from the Greenland library. The Board will review that sheet at its next meeting.

Friends' Report: Lisanne reported that the Friends approved the \$4300 requested by the Board for the solar panel project.

Programming sponsored by the Friends:

A Self Defense class with a limit of 25 participants will offered on June 9th at 3:00 p.m.

An Adult Meditation presentation will be held at 7:00 p.m. on May 16th.

The summer reading program will feature Harry Potter books.

The next meeting of the Friends is scheduled for May 4th with a Cinco de Mayo celebration.

The Friends have received a large donation of children's books which will be brought to the elementary school to be used for summer reading.

NHLTA Report: Conrad mentioned the spring conference on May 14th in Manchester.

Trustees, Friends and staff will be attending. Regional meetings have concluded. All trustees attended the presentation at the Kingston Library.

Town Update: Laurel Urwick mentioned that there was a Rabies Clinic held at Town Hall on April 7th, that a parcel of land off Willow Street is being appraised by the town, and that a new black police cruiser has been purchased.

Old Business: Solar Panels: With the assistance of the Friends and the contribution of the Board, the \$10,000 initial outlay for the panels will allow the charge of 7.5 cents per kilowatt hour for electricity for five years instead of 15.5 cents per kilowatt hour without that investment. The Board will evaluate the system over the next few years to determine whether to purchase the system at year 6.

The contract with Revision has been sent to an attorney in Laconia. Any modifications that are recommended will be sent to Revision for approval. Selectmen's approval will be required as the library will be leasing the roof to Revision. The next selectmen's meeting is on May 7th. The town insurer will also check contract. The system will be installed possibly in the fall. The upfront payment will be required at that time.

Sarah will be attending workshops at the NHLTA Conference for ideas regarding fundraising if the Board chooses to purchase the system at year 6.

Non-Public Meeting: As per policy, Tracy indicated that a formal non-public meeting was not necessary to discuss her evaluation. The remaining participants (Conrad Moses, Sarah Courchesne, Sandy Courchesne and Laura Branting) reviewed the evaluation of the director. Sarah will discuss that evaluation with Tracy.

The meeting was adjourned at 8:22 p.m.