

MINOT-SLEEPER LIBRARY
Board of Trustees Meeting
March 30, 2023

Trustees Present: Anita Avery, Karen Boyd, Sue Nieman, Dolly Prive, Nancy Spears
Library Director: Jenna Davis

Karen called the meeting to order at 5:00 PM, and extended a welcome to new Trustees, Anita Avery and Dolly Prive.

Nancy Spears moved and Anita Avery seconded to approve the minutes from January, 26, 2023. The motion passed unanimously.

Director's Report

Jenna added to her report:

- An update on Martha's recovery. Workmen's Comp has been extended after Martha returned to work, but was found to need more recovery time. Jenna is exploring ways to staff the library adequately in Martha's absence.
- Jenna presented Trustees Manuals to the Board. Included is the New Hampshire Library Trustees Association Manual. Also, existing Policies and Procedures with revisions as they are reviewed.
- Various uses of the library by children and teens was discussed. It is often a place to stop between activities or for the bathroom.
- Staff will attend the Spring NH Library Conference. Jenna will go for both days; staff will split and each will go one day. The library will remain open.
- Susan Horner of New Hampton donated \$1000. to the library. **Nancy Spears moved and Anita Avery seconded to accept this generous gift. The motion passed unanimously.**

Treasurer's Report

Kathleen presented the Treasurer's Report.

Jenna has submitted a grant for \$4000. to the New Hampshire Charitable Foundation, and has confirmation that the application has been received. It would cover the 4 hot spots not in the budget.

Nancy Spears moved and Dolly Prive seconded, to accept the Treasurer's Report. The motion passed unanimously.

New Business

- Nancy Spears reviewed the Circulation Policy revisions. The goals are to provide more guidelines with clearer language. Discussion followed. **Nancy Spears moved to accept the revised Circulation Policy as of 3/30/23. Dolly Prive seconded the motion, and it passed unanimously.**
- The Library Directory was corrected and updated.
- Plans for the Anniversary Celebration on May 18, 2023 from 2 - 4 PM were updated. Program and Guests: Lucille Keegan. Refreshments: Friends of Minot-Sleeper Library. Trustees will attend with Karen Boyd welcoming guests. The Library Plaque will be presented. It was suggested that Michael York, State Librarian and/or his Assistant, Mindy, be invited. Jenna will ask Shayne to work on designing invitations.
- New Officers for the Trustees for 1 year terms: Karen Boyd, Chair; Pat Durgin, Vice Chair; Kathleen Haskell, Treasurer; Sue Nieman, Secretary. **Nancy Spears moved and Anita Avery seconded to elect officers at noted. The motion passed unanimously.**
- Orientation Materials were handed out to the New Trustees.
- Karen reminded Trustees that membership in NHLTA is provided by the library. There will be a conference in May and training in July for those who would like to attend.

Karen moved and Nancy seconded to go into Non-Public session (RSA Ch. 91-A) and a unanimous voice vote was in favor.

The meeting was adjourned at 6:40 PM.

The next meeting will be April 27, 2023.

**Respectfully submitted,
Sue Nieman
Secretary**

