

Sanbornton Public Library Board of Trustees

Minutes for July 19, 2022

Call to order at 10:36 am

Trustees: David Adams, Grita Olmstead, Virginia Blackmer, Alternate Chris Hobby and Director Rebekka Mateyk. Absent Michael Gray

Secretary's Report:

Motion to accept the Secretary's Report from June 21, 2022, GOlmstead/VBlackmer – passed unanimous

Treasurer's Report:

Rebekka distributed budget information that included the relevant RSA's to assist with preparing the FY23 budget.

Rebekka is continuing work on closing out the fiscal year FY22 finances. The audit will be August 22.

Motion to authorize taking funds from donations of up to \$6000 to cover FY22 overage in books and library supplies, VBlackmer/GOlmstead, passed unanimous

Old Business:

- Motion to continue current COVID-19 protocols (Wearing masks in the library is recommended but optional mask policy remain in place. The staff continue to wear their masks to protect the public and ourselves. When planning to attend an event, consider staying home if you develop an illness and cold symptoms prior to the meeting or event.) Moved DAdams/VBlackmer, unanimous

New Business:

- Policy Review:
 - Meeting Room Guidelines, update by removing the Teen Room, add the History room as meeting space. Motion to approve the Meeting Room Guidelines as updated VBlackmer/GOlmstead, unanimous
 - Investment Policy
Motion to approve the Investment Policy VBlackmer/GOlmstead, unanimous
DAdams will speak with Franklin Savings Bank for general information about financial planning

Kanopy is a digital movie service. They have over 25,000 movies available for viewing. The Kanopy service is easier to use and more affordable, prefer to use instead of Hoopla. Kanopy is owned by Overdrive which we currently use. There is an option to fund a budget for Overdrive Advantage if we would like to fill patron holds on eBooks and eAudiobooks in Overdrive

Motion to terminate the Hoopla agreement and offer the Kanopy service, fund it with a deposit of \$800 (Kanopy digital movie service).

VBlackmer/GOlmstead, unanimous

Library Assistant Sub policy – next meeting

Hiring:

Motion to hire Debi Gray to fill the Library Assistant position at Grade 9 Step 3 up to 12 hours per week, VBlackmer/GOlmstead, unanimous

- Summer Reading Programs: when it rains, the Town Administrator has said we can move into the Old Town Hall. We have 45 kids at 11am on Wed. mornings
- Library tote bags – the bags arrived in time for Old Home Day, Thank you to Rebekka for all of the work getting the bags designed and ordered. Will use as Summer Reading prize.

Old Home Day book sale – very popular, \$190 donations, 17 canvas bags distributed. A huge THANK YOU to Paula for manning the book sale and Hannah and Heather for preparation/set up, very well organized.

- Old Business:
Library Statistics: many visitors to the Library on Old Home Day, lots of new Library cards issued.
- Book drop: in process, no date for the work to be done
The book drop has been approved up to \$5000.

Adjournment: 11:40 am

Next meeting - August 16, 2022 at 10:30 am