

**Sanbornton Public Library Board of Trustees
Minutes for November 15, 2022**

Call to order at 10:26 am

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

Secretary's Report: Motion to accept the Secretary's Report from October 18, 2022, MGray/PGrassie. unanimous

Treasurer's Report: Discussion on the approval of unanticipated funds of \$65.00 Motion to accept PGrassie/VBlackmer, unanimous. Motion was made for CD renewal, (Building Fund) at a better rate with the same usage rules and account numbers, VBlackmer/PGrassie, unanimous. Rebekka reported on the FY24 budget. The final \$188,708. This was approved by the BC/BOS on Nov. 1, 2022. This 9% increase is due to higher costs and staffing increases. Motion to accept VBlackmer/PGrassie, MGray Abstained. unanimous. The Town Appropriation letter requesting the second half of the funds will be sent today. Also discussed, transferring funds from the trust funds into the library. Motion to withdraw from the E Harlow Russell Fund an amount not to exceed \$3,545, PGrassie/MGray, unanimous.

Old Business: The Bodwell chairs have returned to the Bodwells.

New Business: Staff training for the new circulation system will take place on January 5, from 5-7 PM. Motion to close the library for training, PGrassie/VBlackmer, unanimous.

Discussion on full-time staff carrying over part of vacation and personal time to 2023. Motion to accept, VBlackmer/PGrassie, unanimous. The Board reviewed the policy for pets in the library. There is a policy against pets for safety purposes. A motion to clarify that policy to include certified service animals as the only exception. Motion to clarify the policy, VBlackmer/PGrassie, unanimous.

Discussion was held on holiday hours. Motion to change holiday hours for Thanksgiving: closed Wednesday, Thursday and Friday. While Wednesday hours are 1-7 PM, the library will close for this holiday time. VBlackmer/PGrassie, unanimous MGray Abstained. Motion to close the library Saturday, 12/24 and Tuesday, 12/27, VBlackmer/PGrassie, unanimous. Motion to close Friday, 12/30 at 3 pm and Saturday for the New Year's Holiday, VBlackmer/PGrassie, unanimous.

Motion to pay all employees 5 hours for 12/24 and 12/31, PGrassie/VBlackmer Unanimous MGray Abstained.

Other Business: Rebekkah reported on several grants she is looking into. These include federal weatherization, Penguin Random House and ALA Transforming Communities. Motion to authorize the Director to sign grants, VBlackmer/GOlmstead, unanimous.

Programs: Several events are being planned around trains. Stories and workshops will be announced soon.

Building: David is looking into A/C for the rear area of the library. The book drop is in the process.

Adjournment: 11:37 AM

Next Meeting-December 20, 2022 at 10:30 AM