

Libbie Cass Library Trustees meeting February 25 ,2021 draft minutes

Call to order by President Maryanne Petrin 10am Protectworth Room

Attendance. Maryanne Petrin, Joyce Guinther, Gregory Bruss Trustees
Alt Trustee Annika Munholand Selectman Dick Hendl Head Librarian Laura Pauling
Agenda moved seconded and accepted
Minutes from previous meeting accepted

Treasurer's report copy of the report is on file at the Main Desk in the Library.
There was a brief discussion on the current standing of the Scholarship Funds and what might be a future course of action to ensure money remains available. Brought up for consideration was limiting the amount and number of scholarships. Revisiting the requirements for application consideration. No final decision reached.

Public Comment none

Librarian's Report: Laura had prepared two documents for Trustee input and approval. Museum Program Reimbursement Policy after much continuing discussion only minor additions to the document presented. Under "fine print" There will be a \$50 cap per family per year. Behind the scenes for staff and trustees The \$1000 dollar budget stayed the same , however for accounting purposes it was agreed that all payment should be done by check from Library account. And receipts would be collected to record family name and amount also for record keeping. It was agreed to the program would be reviewed in 2022 .
Moved to accept Maryanne seconded Joyce 3-0 yes to accept.

Fines and fee policy for overdue books and claimed returns

This is an ongoing issue in need of clarification discussion and guidelines from the Trustees. The document as presented was well received by the Trustees.

The main discussion centered on how to proceed if books remained unaccounted for and the borrowing party failed to acknowledge library attempts to clarify the issue. Particularly if or when it might be necessary to have Police deliver notices.

It was decided that a certified letter be sent directly to the party in question requesting an answer and movement in direction of resolution of the problem of books still missing. Mention of the relevant State RSA 202-A:25 might be included to ensure the party understands the legal situation in question.

Motion made and approved that Maryanne will consult the Town lawyer for advice on best wording and procedures to make certain any document sent would fall within the legal process for actions that might be deemed necessary.

Therefore further discussion and Trustee actions will wait for that input.

Next meeting March 25, 2021 10 am Protectworth Room

Respectfully submitted and with fond farewell,

Greg Bruss Library Trustee Secretary