

Libbie Cass Library Trustees Meeting
October 27, 2022

Call to order by President Maryanne Petrin at 10:02 AM in the Protectworth Room

Roll call: Maryanne Petrin (Chair), Janet Roberts (Treasurer) and Annika Munholand (Secretary) as Trustees; Alternate Trustee Joyce Guinther is absent; Selectman Dick Hendl; Head Librarian Laura Pauling.

Review/acceptance of prior meeting minutes: Janet accepts minutes from prior meeting, and Maryanne seconds. Minutes from previous meeting accepted.

Treasurer's report:

Janet states that she did not prepare a report for this meeting since the last report was prepared and reviewed only 3 weeks ago during the meeting on October 6th. Laura reports that there is still approximately \$8 500.00 in the Day-to-Day account.

Selectman's report:

Dick mentions that they are almost ready to put up the last lots, mainly Eastman lots, for sale. He also mentions that it is the time of the year to look at the budget again. The first meeting about budgets will be on November 15th. Laura mentions that the Library Budget for the next year will not differ much from the current budget. Laura will put together a detailed budget, which will be reviewed at the next meeting.

Librarian's report:

Laura states that, since the last meeting, the Friends of the Library had their annual meeting, followed by a NH Humanities presentation. 10 people attended the presentation. The Friends were disappointed that attendance was so low, despite Laura doing a lot of advertising for the event. The Friends are now brainstorming for other ideas for presentations or events.

About 50 people (25 kids and 25 adults) attended Odds Bodkin's spooky stories on October 22nd. It was a success, although the young 2-3 year old kids did not stay the whole time. The event was targeted mainly for 5 and up.

On November 9th, a Wednesday at 4:30, there will be an author talk at the library.

Laura states that the story time for young kids is well attended: usually 3-5 kids. This is a good number considering the lower attendance in the past.

Public comment: none

Old Business:

- Overdue book returns: Laura mentions that she made the changes to the Fines and Fee Policy for Claimed Returns and Overdue Books policy that were discussed at the previous meeting. The policy was reviewed. Annika makes a motion to accept the Fines and Fee Policy for Claimed Returns and Overdue Books policy; Janet seconds. The policy is accepted.

- Library room rental: Discussion about the current library room rental. Laura states that there is no policy for the rental of the library room. Discussion about other library policies and procedures. Laura will write a policy describing who will be permitted to use the library room. The library room will be kept on the Town room rental form with the list of other locations to rent in Town.

New Business:

- Change dates for Nov and Dec meetings: Maryanne states that the November meeting falls on Thanksgiving. Suggestions made to have a meeting mid-December, and then go back to the usual schedule and have a meeting at the end of January. Decision is to have a meeting on December 15th, and then on January 26th.

Next meeting date: December 15th, 2022

Adjournment: Meeting adjourned at 10:53 AM.

ACTIONS:

- Laura will put together a detailed budget, which will be reviewed at the next meeting.
- Laura will write a policy describing who will be permitted to use the library rental room.
- Trustees will review the Collection Development policy for the next meeting.