

Wiggin Memorial Library

Board of Trustees Meeting

Monday, October 16, 2023

Public Welcome

I. Call to Order/Welcome Guests: Susan called the meeting to order at 7:02 pm.

Members in attendance: Susan Wilbur, Chair, Ana Makabali, Trustee, Connie Gilman, Trustee, Dree Sherry, Trustee, Kerry Cronin, Library Director, Michele Corti, Trustee Alternate, Kathy Bower, Trustee Alternate, Gale Lyon, Trustee Alternate

Absent from meeting: Veronique Ludington, Trustee

Guests: Paul Deschaine from the Stratham Energy Commission, Scott Campbell, Assistant Director and community members Bob Lacoste and Sara Rosenthal.

II. Paul Deschaine, Stratham Energy Commission

Mr. Deschaine presented information about the proposal for Stratham to join Community Power which allows the town to negotiate the best price for electricity on behalf of the residents. A special town meeting on October 26, 2023 will be held for voting on this Community Power Plan.

III. WML Staff: Scott Campbell

Scott has been with the Wiggin Memorial Library for two and a half years. He offered a copy of his resume to Board members for their perusal. He also shared details of the many responsibilities he has as Assistant Director including nonfiction collection development, direct technology assistance to patrons as needed, liaison to the Friends of WML, writing the WML newsletter and articles for the Stratham magazine, event planning and reserving rooms for activities at the library.

IV. Minutes for the 9/18/23 BOT meeting.

Susan moved to accept the minutes as written for the previous Board meeting. Ana seconded. All voted in favor to accept.

V. Updates

A. Fund-raising Committee

Connie and Susan shared ideas from the committee including doing a mailing to the whole town, in postcard form, which would cost about \$600 in postage. More discussion needs to take place with the Friends regarding their annual mailing. The committee is meeting again on Friday, October 20th. Susan and Connie intend

to ask a member of the Friends to join this subcommittee. They will also be discussing the opportunity for nonprofits to raise funds through local casinos.

B. HR Policy Sub-committee

Kerry shared that the Circulation policy will be discussed at tomorrow's [10/18/23] staff meeting.

Re: the new art display—The Racial Unity Team will be displaying artwork first. Kerry distributed a copy of the Request to Donate or Display Works of Art Form and the Meeting and Display Policy. The policy will stay as written for now.

C. Board Development Sub-committee

The focus of this group needs to be finding individuals to complement the current Board. Placing information and searching for interested parties can be included in the Selectboard's newsletter, the Scope magazine and the library's newsletter. It is important that individuals understand that they must register in person if they are interested in running for a position. Notices could be sent to any patron who has shared his/her email address with the library regarding the Board's search for new members. One of the guests also suggested using the school newsletter from the elementary and middle schools to present this information.

VI. Director's Report

Kerry shared that seven resumes were received for the Teen Librarian position. She and Rhonda will review and select candidates to interview. Scott, Heather and Kerry attended training for KOHA.

Details of activities during September included:

- 21 new library cards were issued
- 20 library cards were renewed
- Planning going on for MLK events is very exciting
- Kerry submitted a scope of work for the restroom renovations to David.
- An AED Defibrillator has been installed near the library's entrance.
- The Seed Starter project has gone well and continues in planning and expanding to offer more opportunity for greater community participation.
- Re: budget – Hoopla has been trimmed to fewer downloads permitted per individual without denying anyone access. Bookkeeping has shown that spending is on track to be within the budget for November and December.

VII. Financial Report

Ana reported on the status of the two CDs one of which is coming to maturity. Susan made a motion to roll over the CD coming to maturity on 11/20/23 to a new 6 month CD. Ana seconded the motion. All voted in favor.

Ana reported on the holiday pie project. The company can deliver on Dec. 14th all the pies that have been ordered frozen. The cost of each 9” pie is \$14.25 except for pecan pie which is \$20.50. The staff will get to choose from five kinds of pie [blueberry, strawberry rhubarb, apple, pumpkin or pecan].

Discussion took place to include the pages and the volunteers and the bookkeeper in addition to the staff for a total of 16 individuals. The total cost would come to no more than \$328.00. Further discussion took place regarding the delivery of the pies [3 am or at the end of the day was offered by the company. Consensus was to have them delivered at the end of the day to the library and we will distribute as many as we can storing the rest until the next day.

New business

Getting a card for the Friends of the Library Appreciation week was discussed. An alternative Board meeting date was proposed to **November 13th** rather than Thanksgiving week. Susan moved to make the change. Dree seconded and the motion was passed.

VIII. Adjournment

Susan moved to adjourn the meeting. Dree seconded. Meeting adjourned at 8:45.