

Thornton Public Library
DRAFT Library Trustee Meeting Minutes
Wednesday, February 16, 2022

Chairwoman GRAVEL called the meeting to order at 3:39pm.

Members Presents – Diane Gravel, Chair; Kate Hadaway, Treasurer; Anita Ross, Library/School Liaison and Vivica Duffield, Library Director

APPROVAL OF AGENDA

Old Business, Change nonpublic to just RSA 91-A:3 as needed. Minor modifications made.

ROSS made a motion to approve agenda as amended. HADAWAY seconded. Motion passed unanimously.

APPROVAL OF MINUTES

Trustees reviewed minutes from January 21, 2022. Minor modifications were made. ROSS made a motion to accept the minutes as amended. HADAWAY seconded. Motion passed unanimously.

CORRESPONDENCE

Donation from David and Marlene Rivers for \$100. ROSS made a motion to accept the donation to be used for whatever the library needs. HADAWAY seconded. Motion passed unanimously.

REPORTS

Financials – Reviewed financials. Consider other vendors for some of the maintenance. Reviewed bill for computer services. ROSS made a motion to approve the financial report. HADAWAY seconded. Motion passed unanimously.

Library Director – Trustees agreed LD and assistant did a great job setting up new shelves and rearranging the space. Mr. Tyrell shoveled the roof on Saturday to address roof leak. LD noted may be mice again. Need to get rid of old blue shelving. Discussed TV in Children’s room. Should we sell items? Could tie in with a book sale. Friday at the end of the day, Mrs. Chase (Middle School 7/8) would like to coordinate a time to have their kids come up to the library. Open library earlier to maybe allow for access to the library? Went to Events Committee meeting. Discussed StoryWalk to work with Sugar on Snow Saturday the March 19th at 10am – 12pm. Weather Date? Co-Sponsor. 20-25 minutes at the library for the walk. Checked in with injured patron. Monday, February 21st is the library closed, as the town offices are closed. Currently is a

holiday in the employee manual. ROSS made a motion to remove President's Day holiday from list of paid / closed holidays. HADAWAY seconded. Motion passed unanimously. March 24/25th there is a conference in Concord that the LD may look into. Will also look at memberships. Follett has a training module - \$198/module. Title Peek – check to see the cost and how we can acquire it (through SAU)? Discussion took place regarding delivery of UPS packages during hours the library and school are closed. Look into getting a lockbox for UPS delivery items.

Library/School Liaison – Reviewed the COVID numbers. At the faculty meeting we cannot report clusters or outbreaks. Cannot share name and families cannot be reported to DHHS. Can report student and staff numbers. A staff member slipped and fell on a patch of ice on the pathway to the school. Mr. Tyrell is checking on it.

REVIEW PROGRESS ON ACTION ITEMS AND DIRECTIVES

OLD BUSINESS

Credit Card – Hadaway reviewed credit card information from Northway Bank. HADAWAY made a motion to apply for the lowest rate card at Northway. ROSS seconded. Motion passed unanimously.

3D Printer Curriculum Packs – LD will set up this week.

Family Search – LD will double check if access is working. This is necessary to maintain affiliate library status. Link to check should be in December 27th email.

Building Committee – Discussed upcoming meetings and warrants.

NEW BUSINESS

None

ANNOUNCEMENTS

None

PUBLIC COMMENT

None

NON-PUBLIC

ROSS made a motion to enter non-public session pursuant to RSA 91-A:3 (II) at 5:09pm. HADAWAY seconded. ROSS: Yes, HADAWAY: Yes, and GRAVEL: Yes.

ROSS made a motion to leave non-public session at 5:27pm. HADAWAY seconded. ROSS: Yes, HADAWAY: Yes, GRAVEL: Yes.

ROSS made a motion to resume public session at 5:27pm. HADAWAY seconded. ROSS: Yes, HADAWAY: Yes, GRAVEL: Yes.

ROSS made a motion to seal the non-public meeting minutes. HADAWAY seconded. ROSS: Yes, HADAWAY: Yes, GRAVEL: Yes.

SCHEDULE NEXT MEETING

March 9, 2022, at 3:30pm

ADJOURNMENT

ROSS made a motion to adjourn. HADAWAY seconded. The meeting adjourned at 5:28 pm.

Respectfully submitted by Kate Hadaway

Approved March 16, 2022.