

Thornton Public Library  
Trustee Meeting  
December 11th, 2019

Call to Order

Trustees of the library met on Wednesday, December 11, 2019. Meeting was called to order at 3:33PM.

Attendees: Diane Gravel, Chair; Anita Ross, Treasurer; Christopher Wilkie, Secretary  
Also attending: Nina Sargent, Library Director; Joyce Jardin, Alternate Trustee

A motion was made by Christopher Wilkie and seconded by Anita Ross to accept the Nonpublic Minutes for November 6<sup>th</sup>. Motion passed unanimously.

A motion was made by Anita Ross and seconded by Christopher Wilkie to accept the Public Session Minutes for November 6<sup>th</sup>. Motion passed unanimously.

A motion was made by Christopher Wilkie and seconded by Anita Ross to accept the Minutes of November 13 as amended. Motion passed unanimously.

A motion was made by Christopher Wilkie and seconded by Anita Ross to accept the Minutes for November 15th. Motion passed unanimously.

Marybeth King asked if the Trustees would approve the PTO applying for the NH Schoolyard Action Grant for use in the Library grounds garden.

A motion was made by Anita Ross and seconded by Christopher Wilkie to support the PTO in their application for the NH Schoolyard Action Grant, through the NH Fish and Game. Motion passed unanimously.

A motion was made by Anita Ross and seconded by Christopher Wilkie to go into Nonpublic session pursuant with RSA 91-A: 3(II) a. Motion passed: Gravel, yes; Ross, yes; Wilkie, yes.

Resume Public Session

A motion was made by Anita Ross and seconded by Christopher Wilkie to seal the Nonpublic session minutes. Motion passed: Gravel, yes; Ross, yes; Wilkie, yes.

Director's Report

More patrons are inquiring about the renovation project, so she is now writing them down to present to School Board.

Looking to clean up the library prior to and during the holiday.

Introducing Dylan Thomas' *A Childs Christmas in Wales*.

Director and Jardin summarized the School Board Meeting.

A motion was made by Anita Ross and seconded by Christopher Wilkie to make a fund request for the remaining unrequested balance from the General Operating Fund.

Review of Action Items

Town will not do direct deposit into operating account.

Chair is waiting for contact from John Carpenter.

Director sent bookkeepers resumes prior to meeting.

Director is researching a rubber stopper to protect the door and rail, is reading how to adjust the door swing, and waiting for Eric to properly paint the scratch.

Director to follow-up with Spectrum.

Director to inquire of town with regards to sharing addresses for survey.

Chair drafted a warrant article to bring the Trustees from 3 to 5 members. Trustee to gain signatures prior to February 11th.

#### Old Business

Trustees scheduled the Directors evaluation for the January 8<sup>th</sup> meeting.

A motion was made by Anita Ross and seconded by Christopher Wilkie go into Nonpublic session pursuant with RSA 91-A: 3(II) a. Motion passed: Gravel, yes; Ross, yes; Wilkie, yes.

#### Resume Public Session

A motion was made by Anita Ross and seconded by Christopher Wilkie to seal the Nonpublic session minutes. Motion passed: Gravel, yes; Ross, yes; Wilkie, yes.

#### New Business

Jardin discussed merit increases and the proper disbursement of those.

Motion was made by Christopher Wilkie and seconded by Anita Ross to adjourn meeting at 5:27. Motion passed unanimously.

Next scheduled meeting will be January 8<sup>th</sup>, 2019 at 3:30 PM (possibly 4:00 PM), and the following meeting February 12th at the same time.

#### Action Items

Director will continue to retrain in bookkeeping.

Following up with John Carpenter.

Collecting the Warrant Article signatures

Following up with Spectrum

Finishing Handrail repairs and looking into preventive measures.

Address sharing by town.

Start showing invoices received, not yet paid and items ordered if yet not invoiced.

Showing the revenues every month.