

**Thornton Public Library
Library Trustee Meeting Minutes
Friday, April 23, 2021**

Chairwoman GRAVEL called the meeting to order at 3:34 PM via Zoom Conference as permitted under Governor Sununu's Emergency Order #12.

Members Present: Diane Gravel, Chair; Kate Hadaway, Treasurer; Anita Ross, School/Library Liaison; Kim Kuchon, Alternate Trustee and Secretary, and Nina Sargent, Library Director. Eben Gannett joined the meeting in progress.

Members Not Present: N/A

APPROVAL OF AGENDA

All agreed with items on the agenda. ROSS made a motion to approve the agenda for April 23, 2021. HADAWAY seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

Some minor edits were made to the minutes from February 12, 2021. HADAWAY made a motion to approve the minutes as amended from the February 12, 2021 meeting. ROSS seconded the motion. The motion passed unanimously.

CORRESPONDENCE

The LD reported that she requested the auditor send her an email summary of his findings. She received the email and will forward it to the trustees.

REPORTS

Financials

The trustees reviewed the March 2021 Reconciliation report. The LD noted that the Squam Lakes summer pass was purchased at \$300 this year and that the pass includes 4 trail admissions at \$10/piece for each visit. Two of the three charges labeled on the report as Dead River Propane and under the category of "FUEL" were changed to "SERVICE/MAINTENANCE" since the heaters were serviced during those visits and no fuel was delivered. The LD will ask for a second opinion on the status of the older heater and will see what the cost of replacing the ignitor on that unit would be. The LD and the Treasurer suggested making a fund request of \$5,000 in anticipation of purchasing summer passes and summer season program time. HADAWAY made a motion to make a fund request in the amount of \$5,000. ROSS seconded. The motion passed unanimously. ROSS made a motion to accept the financial report as presented. HADAWAY seconded the motion. The motion passed unanimously.

Library Director

The LD brought everything back to the library from the school since April vacation is next week. She will be cutting class books down to 1-2 books when classes resume. Sam and the LD are planning to get out the summer reading information to students by the last week in May. They will be melding last summer's program with this summer's program due to a lack of participation last year with the pandemic. Book Club has been asking when they will be able to meet again inside the library. Summer reading will need to meet in the library too. If they can limit the meetings to 6 people wearing masks and sitting 6 feet apart it would work. The LD reported that the busiest time has been after school when 4 children wait to get picked up. The LD is waiting on the NH State Library to announce any changes in how ILL or returned books are to be cleaned due to Covid now that the CDC has determined a low risk factor for Covid transference from handling objects.

School/Library Liaison

ROSS asked the LD if she had been notified of this year's fire drills and/or the secure classroom drill that was performed yesterday. The LD had not been notified of a secure classroom drill yesterday so ROSS will talk with administration about it. ROSS noted that regardless of the expiration of the statewide mask mandate, TCS will continue their policy of mask wearing until they hear otherwise. Baseball and softball are happening, and students are wearing masks when within 6 feet of each other on the bench but not while playing the games.

REVIEW PROGRESS ON ACTION ITEMS AND DIRECTIVES

LD- Contact Monday.com to find out if the library can get free, nonprofit access AND research other free apps- In progress

GRAVEL- 2nd opinion Rinnai heater- The LD now has that information and will make contact

LD- Buy passes for Castle in the Clouds and NH State Parks- Completed

GRAVEL- Look up, add to TPL Policy and email out RSA 201-D:11G- In progress

GRAVEL- Petition the selectboard to add alternate trustees- In progress

OLD BUSINESS

Community Renovation Project - HADAWAY reported that in the most recent school board meeting minutes the Building Expansion Project had been discussed. It was suggested that different committees be formed to address each component, i.e., a building committee. It was asked what needs there are going forward and it was determined that the library trustees should maintain a presence at these meetings now that the Expansion Project is back on the table. The next school board meeting is scheduled for May 24, 2021.

NEW BUSINESS

Acceptance of Gifts- There was a donation of a \$200 check from Michael and Marilyn Pomerantz and another donation of a \$35 check from Carol Lowden. ROSS made a motion to accept the two checks, one \$35 from Carol Lowden and the other \$200 from Michael and Marilyn Pomerantz, both on behalf of the River Run Book Club in Debra Norwood's memory. HADAWAY seconded the motion. The motion passed unanimously.

ARPA Subgrants- The trustees will investigate a potential \$2900 grant opportunity that Chairwoman GRAVEL sent out via email and discuss at the next meeting.

NHLTA Conference and Orientation- The conference is on Wednesday, May 12 and Thursday, May 13 this year. Individuals can sign up for workshops on the NHLTA website.

ACTION ITEMS

LD- Forward email from auditor to the trustees

LD- Email Suburban Propane bills from March to the trustees

LD- Contact Monday.com to find out if the library can get free, nonprofit access AND research other free apps

LD- 2nd opinion Rinnai heater ignitor replacement cost

LD- Prepare summer reading material to go home with students by end of May

GRAVEL- Look up, add to TPL Policy and email out RSA 201-D:11

GRAVEL- Petition the selectboard to add alternate trustees

ROSS- Discuss with Mr. Bownes contacting LD during fire drills and secure classroom procedures

ALL- Attend NHLTA Conference/Orientation on May 12 and 13

ALL- School Board meeting on May 24

PUBLIC COMMENT

None

NONPUBLIC SESSION

N/A

ANNOUNCEMENTS

N/A

NEXT MEETINGS (via ZOOM)

Friday, May 21 at 3:30 PM

ADJOURNMENT

HADAWAY made a motion to adjourn the meeting at 4:48 PM. ROSS seconded. The motion passed unanimously.