

**Thornton Public Library
Library Trustee Meeting Minutes
Wednesday, November 3, 2021**

Chairwoman GRAVEL called the meeting to order at 3:33 PM at the Thornton Public Library.

Members Present: Diane Gravel, Chair; Kate Hadaway, Treasurer; Anita Ross, School/Library Liaison; Kim Kuchon, Alternate Trustee and Secretary

Members Not Present: N/A

APPROVAL OF AGENDA

The agenda was approved.

APPROVAL OF MINUTES

ROSS made a motion to approve the public minutes as amended from October 29, 2021. HADAWAY seconded the motion. The motion passed unanimously.

HADAWAY made a motion to approve the public minutes as amended from October 18, 2021. ROSS seconded the motion. The motion passed unanimously.

CORRESPONDENCE

HADAWAY read a letter that Diana Pamplin wrote supporting the library.

BUDGET

HADAWAY shared the projected budget for 2022. HADAWAY discussed that the projected budget for salaries is higher for 2022 than 2021 but that she has identified some possible cuts that can make up the difference. She also mentioned potentially encumbering some funds from 2021 to 2022. It was mentioned that the Library Director should be a member of NHLTA and NHLA. HADAWAY suggested that we get a Quickbooks subscription through TechSoup for \$75. She also wondered if we can request a \$2000 Technology Capital Reserve for a computer purchase but it was decided that we might look into that in next year's budget. The trustees finished reviewing the 2022 proposed budget and discussed some potential changes related to the hiring of a new director which will need to be adjusted before the budget is officially proposed.

REPORTS

Library/School Liaison- ROSS noted that the state of NH is now allowing emergency use of vaccines for 5-11 year olds. TCS has no active cases of Covid as of today. Covid cases in SAU 48 have been decreasing.

NONPUBLIC COMMENT

ROSS made a motion to exit the public portion of the meeting and enter a nonpublic session pursuant to RSA 91-A:3, II (a) and (b) . HADAWAY seconded the motion. ROSS: Yes; HADAWAY: Yes; GRAVEL: Yes. The motion passed unanimously. The trustees exited the public portion of the meeting at 5:11 PM.

The trustees entered the nonpublic session at 5:11 PM.

HADAWAY made a motion to resume the public session at 5:23 PM. ROSS seconded the motion. ROSS: Yes; HADAWAY: Yes; GRAVEL: Yes.

ROSS made a motion to seal the nonpublic minutes from November 3, 2021. ROSS seconded the motion. ROSS: Yes; HADAWAY: Yes; GRAVEL: Yes.

NEW BUSINESS

The trustees reviewed the Thornton Public Library's Personnel Policy for employee hours and benefits.

ANNOUNCEMENTS

N/A

NEXT MEETINGS

TBD

ADJOURNMENT

HADAWAY made a motion to adjourn the meeting at 5:31 PM. ROSS seconded the motion. The motion passed unanimously.

Approved December 7, 2021