

Minutes

Thornton Public Library Meeting

Wednesday, January 10, 2024

- . The meeting was called to order at 3:30 pm. In attendance were: Diane Gravel, Chair, Martha “Marty” Humphrey, and Anita Ross, Trustees; Library Director Vivica Duffield; Jackie Belanger and Fran Chevalier, Alternate Trustees.
- . The agenda was approved unanimously.
- I. Approval of minutes from previous meetings
 - A. August 21, 2023 minutes were approved unanimously.
 - . December 13, 2023 minutes were unanimously approved as amended.
- II. Reports
 - B. The financial reports i, ii, and iii below were accepted:
 - i. December 2023 Savings Reconciliation
 - ii. December 2023 Operating Account Reconciliation with changes regarding reference to the scanner from weekly to Follett and the addition of “J.Silvia” as name for mowing contract.
 - iii. 2023 Operating and Maintenance Expenses
 - iv. Funds from Town budget: Anita made a motion to request \$5000 from the Town towards fulfillment of the 2024 operating and salary budget. Marty seconded. The motion passed unanimously.
 - C. Library Director. Discussion included a request for a date to submit information for auditors, promotion of programs in the newsletter, such as Mardi Gras, Maple March, Solar Eclipse, etc., and the need to order materials. The director stated there would be a meeting set up to review policies and procedures with library staff. Marty requested that a quote was needed for re-grading the library driveway. It was announced that Kevin McKenna was willing to serve as president of the Friends Group and was taking steps to start the 501(c)3 process. The Director is seeking suggestions regarding the selection of library passes being offered and would like these by March. The Mount Kearsarge Museum might be of interest for possible passes for 2024, for example.
 - D. Library/School Liaison. Announcements were made regarding concerns about student behavioral issues at the library, school closing on Jan. 15, PTO scheduled for Jan. 17, school board meeting on Jan. 22, no primary school of 23 Jan, and Destination Imagination Trivia night fundraising event at Biederman’s in Plymouth on Feb. 3. The school play program is TBA.
- III. Old Business
 - E. Unsealing nonpublic minutes. See link to the RSA regarding this topic. Diane reviewed all nonpublic minutes on file: 4 (2016, 2017) need to remain sealed. There was further discussion regarding the policy for sealed minutes. It was decided to table this item to review our existing policy in light of the new RSA.

- i. Marty moved to permanently seal non-public minutes dated 18 Apr 2016, 25 Jul 2016, 14 Nov 2016, 30 Jan 2017. Anita seconded. Unanimously passed.
 - F. 2024 Budget Hearing is scheduled for 5 Feb. at 6 pm. It was determined that the priority for the budget discussion is salary and that documents with points for discussion would be prepared prior to the Feb. 5 budget meeting. The date for this pre-budget hearing meeting is TBA.
- IV. New Business - none at this time
 - A. It was announced that every five years the Town is reassessed and that this is a reassessment year.
- V. Public Comment - none
- VI. Nonpublic Session pursuant to RSA 91-A:3 (II) was not needed. A motion was made by Marty and seconded by Anita to unseal the nonpublic minutes of 15 Jul 2014, 15 Aug 2014, 16 May 2016, 18 May 2018, 16 Jul 2019 and 30 Oct 2019 and to place them in the public minutes file. This was unanimously approved.
- VII. The next meeting is scheduled for February 14 at 3:30 pm.
- VIII. The meeting was officially adjourned at 5:49 pm.

Respectfully submitted,

Fran Chevalier

APPROVED March 13, 2024