

Trustees's Meeting Olivia Rodham Memorial Library
Monday, January 15, 2024, 4:00 PM

1. Call to Order at 4:07 PM.

Present: Anita Flanagan (chair), Lew Derby (treasurer), Jan Perry (secretary), Melinda Belden (corresponding Secretary), Karen Hersey, Judith Putzel (alternate), Gretchen Ezell (alternate) Kris Finnegan (Library Director)

2. Approval of Minutes

Anita moved to accept the minutes from the December 2023 meeting. Karen seconded the motion. Motion was approved.

3. Treasurer's Report

a) year end report – Lew reported that the Library concluded the year 2023 in good standing. Both investment funds did well. Raymond James ended the year with a net gain of \$10,000, TD Bank account accrued \$600 in interest. Lew is closing out the Gates Grant account in TD Bank.

b) wage and withholding charts were explained by Lew.

c) the final payment from the town to the library will be paid in January, but the payment is reflected in the year end 2023 financial report.

d) Lew explained the year to year budget comparison.

e) The Report of all Trust Funds must be sent to the State of New Hampshire Department of Justice Attorney General's Office. Lew has submitted the report to the State.

Anita moved to accept the Treasurer's Report, Melinda seconded the motion. The motion to accept the Treasurer's Report was approved.

4. Corresponding Secretary Report – Melinda sent note of thanks to Jen Pepin for her time serving on the Board of Trustees.

5. Library Director's Report

Kris reported that the volunteers to the library have been extremely helpful. They are Martha Collins, Gretchen Ezell, Josiah Basner.

In the period since the last meeting, there were 9 adult programs, 2 continuing education events via Zoom, and 5 meetings in the lower level of the library. The Library

Director's Report for town meeting was completed and submitted to the Town Clerk for inclusion in the Town Report for 2023. The library had a successful Poetry and Prose event with 9 people in attendance, 7 of whom were presenters. The coffee hours on Saturday are ongoing, the cookbook group continues to gather people together around food once a month, and a new program, Games Night will be rolled out on non-trustee meeting Mondays at 4PM to determine interest.

6. Library Policies – This item was tabled until the March meeting. Karen noted that when we take the subject up in March, we might want to review the question of whether there should be a definition for the word “staff” in the library policies.

7. Filling empty Trustee positions – two alternates, Judith Putzel and Gretchen Ezell indicated that they would be stepping back from Library Board of Trustees service. They were thanked for their service over the years! Hope Lothrop has agreed to be an alternate member of the Trustees, joining Susan Meahan as a new alternate member. Karen Hersey will contact Judy Lang to determine her interest in serving as an elected member of the Trustees. The Filing Period for elected positions is from January 25-February 1, 2024 during regular Town Clerk hours.

A motion to accept Karen Hersey as the next Treasurer effective March 12, 2024 (Lew is retiring) was made by Jan and seconded by Melinda. Motion passed. The second signatory to the Library Board of Trustees financial accounts will be Anita Flanagan.

8. Discuss and Decide on dates for 2024 Calendar

The Board decided not to meet in February. The next meeting will be March 18 at 4:00 PM. The Board will conduct two Forums on July 11 and July 25, 2024. The Board will meet on July 11 prior to the Forum for a short business meeting. The Board will not meet in August of 2024.

The 2024 Trustees meetings will be as follows: 1/15, 3/18, 4/15, 5/20, 6/17, 7/11, 9/23, 10/28, 11/18, 12/16.

9. Adjourn – a motion to adjourn was made by Jan, seconded by Melinda. Motion passed. Meeting adjourned at 5:12 PM.

Next Meeting is on Monday, March 18 at 4:00 PM