

Nesmith Library Board of Trustees

**Tuesday December 15, 2021
Meeting Minutes**



Present:

Trustees: Karen Moltenbrey (Chair), Catherine Robertson Souter (Assistant Chair), Mark Branoff (Treasurer), Tara Picciano (Recording Secretary), Jaime MacFall (Assistant Treasurer), Michelle Stith (Member at large)

Absent: Nadia Alawa (Corresponding Secretary)-arrived later in meeting

Director: Sylvie Brikiatis

Assistant Director: Nancy Vigezzi

Call to Order: The meeting was called to order at 6:05 pm

Mission statement: read by K. Moltenbrey

Approval of Meeting Minutes:

Amendments were suggested by M.Branoff. A motion made by C. Robertson-Souter to approve October minutes. Second made by M.Stith. Vote 5-0-1. J.MacFall abstained due to absence.
Approval of November minutes were tabled until January due to lack of quorum.

Gifts:

- Mr. Richard Parow gave \$105 specifically for a gardening magazine. J. MacFall made a motion to accept the gift and spend as restricted. M. Stith gave a second. Motion passed 6-0.
- N. Alawa arrived and brought a card to sign for Youth Services Librarian Molly Pevna, who won the Emerging Leaders award. Congratulations!

Correspondence:

- There was no correspondence.

Reports:

FLOW report:

- All of the Holiday take-away craft packets were successfully picked up.
- The Brick Fundraiser is up on the website and can now be purchased by credit card.

Director's report:

- A mask mandate will go into effect on December 17, 2021 due to the COVID-19 clusters in the schools and rising NH cases.
- The library will be accepting donations on-line.
- The Library budget was passed by the Windham Selectmen, 4-1.
- This year's operating actual vs budget is within \$2,000.
- A grant application for the ARPA funds has been submitted and the final results are still pending.

Personnel Report:

No personnel report

Treasurer's Report:

- 91.667% of the year has passed and the library has spent 89.38 % of appropriation. The library remains in compliance with RSA 32:7.

New Business:

- Reviews are due in January.
- J. MacFall made a motion to approve the collection development policy and program policy. N.Alawa gave a second. Vote passed 7-0.
- Policy and Code of Conduct updates will be presented at the next meeting.
- Trustee meeting dates were agreed upon through March 2022. They will be January 10, 2022, February 7, 2022, and March 14, 2022 all at 6pm.

Old Business:

- Discussion of credit card fees. Smart Pay generates monthly reports for the fees. A review of the fees will occur in April 2022. J. MacFall made a motion to accept donations through an online payment platform. N. Alawa gave a second. Vote 7-0 passed.
- Code of Conduct for illness.

Announcements:

- The next trustee meeting is January 10, 2022, at 6 p.m.
- Happy Holidays

K. Moltenbrey made a motion to move into Non-Public. T. Picciano gave a second. Roll call vote resulted in 7-0 at 7:34 p.m. At 7:46 Non-Public session ended. Minutes were sealed. RSA 91-A:3

A motion to adjourn was given by N. Alawa. A second was given by J. MacFall. Vote 7-0 passed. Adjourned 7:49pm.

Respectfully submitted,

Tara Picciano,
Meeting Minutes