

Nesmith Library Board of Trustees

**Date: December 11, 2023
Meeting Minutes**



Present:

Trustees: Theresa Abbamondi (Chair), Karen Moltenbrey (Assistant Chair), Catherine Girata (Recording Secretary), Jim Murphy (Treasurer), Tara Picciano (Member at Large)

Director: Sylvie Brikiatis

Assistant Director: Karen Burbank

Members of the Public: Mark Branoff

Absent: Jennifer Lopez (Assistant Treasurer), Beth Talbott (Member at Large)

Call to Order: The meeting was called to order by T. Abbamondi at 6:35 pm.

Mission statement: Read by T. Abbamondi

Approval of Meeting Minutes:

A motion was made by K. Moltenbrey to approve the minutes of the Public Session of October 16, 2023. T. Picciano gave a second. The vote passed 4-0. (J. Murphy was absent during this part of the meeting.)

Gifts:

- There was a \$550 donation from the Women's Service Club of Windham. This donation is for the purchase of Book Club Kits.
 - There was a \$50 donation from Angelo Fisichella. This donation is unrestricted.
- A motion was made to accept the gifts by T. Picciano. K. Moltenbrey gave a second. The vote passed 4-0. (J. Murphy was absent during this part of the meeting.)

Correspondence:

- A Thank You card to Trustees was sent from Nancy Vignuzzi, for the lovely retirement gathering held in her honor.

FLOW:

- T. Abbamondi attended Flow Meeting on December 4. She shared the Library Use/Needs Survey.
- FLOW is looking for a Web Master
- FLOW reported that the book fair was the busiest the first day. The book fair took in over \$1000.

- FLOW will be working to initiate a “sign-up” campaign to increase membership.
- The first Strawberry Festival Meeting will be January 24. C. Girata will be the coordinator for the Strawberry Shortcake Table.

Director:

- HVAC System failed due to faulty valves. Palmer will pay for this as the valves were their equipment.
- Transfer to new host for our catalog went well.
- Phone service has been spotty. Currently they are out (as they are part of the town’s system). Town IT are managing the challenges. Library had to change as the current provider went out of business.
- An offer letter for a Part-Time Library Associate, Grade 9, Step 1, was sent to Arlene Towson.
- The Tech Services position remains open. Resumes have been received. A potential candidate looked promising until they decided to remain with their current library. This role will repost in the new year.
- There are 2 copies of the Budget Update. Benefits is a separate line item for entire town.
- Deliberative Session may be changed to Feb 7, from Feb 10.

Treasurer:

- The library has spent 85.88% of the appropriation. 91.66 % of the year has passed. The library is in compliance with RSA 32:7. The library anticipates ending the year under budget by 2-3%.

Trustee Committee Re ports:

- The town has made the decision to change from Citizens to TD Bank, to do government banking. The decision was made due to poor customer service. The library will delay a decision until the town can provide feedback on the move to TD Bank.

J. Murphy made a motion to table the discussion to go with a different bank until January. K. Moltenbrey gave a second. The vote passed 5-0.

- A sub-account is set up for Town Rural Oasis Books in the amount of \$300 at Citizens. Might the funds be transferred into a non-lapsing one?

A motion was made by J. Murphy to move the Town History sub-account fund, currently in an escrow fund, that are for Rural Oasis Books, to a non lapsing #1 in the amount \$321.68. K. Moltenbrey made a second. The vote passed 5-0.

New Business:

- New Hire Arlene Towson has accepted the Part Time Library Associate role, Grade 9, step 1. T. Picciano makes a motion to hire A. Towson, Grade 9, Step 1. K Moltenbrey gave a second. The vote passed 5-0.

- Candidate Filing for Library Trustee is from Jan 24-Feb 2 (Beth's interim ends/Tara's term is up).

Old Business:

- The Library Use/Needs Survey (w/respect to CIP) will be available at the Jan 23, 2024, election.
- K. Moltenbrey will attend the FLOW Meeting on March 4.

Public Comments:

- The NH Municipal Assn was held on 11/15 and 11/16. Cordell Johnson presented on "Meeting Minutes Madness". The next NHMA conference will be June 5. The theme will be AI.
- Natch Graves will write on pending legislation (21 Bills) for libraries.

Announcements:

- The next meeting will be held January 8, 2024, at 6:30 pm.

A motion to adjourn was given by K. Moltenbrey. A second was given by T Picciano. The vote passed 5-0. The meeting adjourned 8:07 pm.

Respectfully submitted,
Catherine Girata,
Meeting Minutes