



Nesmith Library Board of Trustees

TUESDAY, February 18, 2020
Meeting Minutes



Present

Trustees: Michelle Stith (Chair), Karen Moltenbrey (Assistant Chair), Mark Branoff (Treasurer), Catherine Robertson Souter (Recording Secretary), *Alberto Chang (Assistant Treasurer)*, Beth Talbott (Member-at-large)

Arrived after start of meeting

Absent: Tara Picciano (Corresponding Secretary)

Director: Sylvie Brikiatis

Assistant Director: Nancy Vigezzi

Call to Order: The meeting was called to order at 7:04 pm

Mission statement: read by M. Stith

Approve minutes of the January meeting:

Motion made: by M. Branoff to approve meeting minutes; K. Moltenbrey second,

Vote: 6-0 in favor

Accept new gifts:

- A gift was received of \$1500 from the Salem Rotary Club for use in replacing LED lighting.
- A gift of \$16.95 was received from Windham Helping Hands for a memorial book

Motion made: by K. Moltenbrey to accept the donation of \$250 from the Barstows. Seconded by A. Chang. **Vote:** 5-0 in favor.

Review correspondence:

- No correspondence

7:10: *A Chang joined meeting*

Reports:

F.L.O.W. Report:

- M. Stith reported:

The event held this past weekend went well with children and parents delighted at the opportunity to build stuffed animals and with the balloon archway and decorations for the event.

Families who do not typically use the library were impressed with the program and many new cards were filled out.

Action Item: A thank you note for FLOW and for Michelle Tieman should go out.

Staff Report:

- No staff report

Director's Report:

- Heat sensor in lobby required repair, which has been done.
- Water bubbler/cooler/fountain needs repair. D. Senibaldi will look into replacing motor.
- A date will be requested for the sealcoating and we may need to close the library for the weekend. The weekend of Mother's Day was proposed since the library is already closed on Sunday.
 - Discussion held whether this would be an issue for high school students studying for finals or AP classes although this should not be at the same time as either.
- Staff evaluations are ongoing and should be mostly done by end of February.
- Staff training day will be held on April 10
 - The day will include film "The Public" with discussion, CPR/AED training, Training on report generation system.
- State legislation that looked to require background checks for anyone in the library has been ruled inexpedient to legislate, thereby killed.
- Another bill that looked for a probation period for new hires be limited to six months has also been deemed inexpedient to legislate.
- There are other bills being proposed for libraries around the country which we will watch closely.
- S. Brikiatis has been asked to serve on the JLMC and she has agreed to do this.
- Deliberative session went smoothly.
- GMILCS retreat - staff will attend. S. Brikiatis and N. Vigezzi will attend.

Treasurer's Report:

- 1/12th of the year has passed and we have spent 6.67% of the appropriation.
 - The library remains in compliance with RSA 32:7

New Business:

March meeting date change:

- After deliberation, the meeting date for March was changed to the 18th at 6 p.m.

Publicity Committee update:

- C. Robertson Souter discussed a proposal to attend the March 10 election to begin the survey.
 - Library trustees will split the 10-4 shift (with staff also manning the table) and ask questions.
 - C. Robertson Souter will write a press release for Chelsea to send out to let people know they can stop by.

- K. Moltenbrey will create a poster for the table to let people know what we are doing.
- The questions will be cut down a bit to make the process quicker.
- S. Brikiatis will ensure that we can have a table at the event from 10-4

Other:

- C. Robertson Souter asked about a newspaper notification that only WHS students could take the practice SATs. This is not correct, it should be that all high school students who are Windham residents can take the test. The wording will be looked at.
- C. Robertson Souter brought up a program being run at some libraries to introduce children to early reading.
 - S. Brikiatis reported that Nesmith already does a program for new families since the town can not give out names and addresses of new births. There is also a "1,000 books before Kindergarten" program designed to encourage early reading.

Old Business:

Finance Committee Update:

- The Finance Committee is working on moving the money in the Named Fund into an income account. M. Branoff and A. Chang will speak with two institutions and report their findings back to the committee.

*****A motion was made to go into non-public by K. Moltenbrey according to RSA 91-A:3***

Roll call held by C. Robertson Souter: Alberto Chang (yes), Michelle Stith (yes), Catherine Robertson Souter (yes), Karen Moltenbrey (yes), Beth Talbott (yes)
Mark Branoff (yes)

Discussion held in nonpublic regarding personnel issues.

VOTE TO GO OUT OF NONPUBLIC

Motion made by M Branoff. Second by A. Chang

Roll call held by C. Robertson Souter: Alberto Chang (yes), Michelle Stith (yes), Catherine Robertson Souter (yes), Karen Moltenbrey (yes), Beth Talbott (yes)
Mark Branoff (yes)

Decision was made in non public to offer a position of part-time children's library assistant to Lauren Chartier, at Grade 10, Step 1, for 20-25 hours per week with a tentative start date of March 2.

Motion made: by K. Moltenbrey to seal the minutes of the nonpublic session. Seconded by A. Chang. **Vote:** 6-0 in favor.

Announcements:

- The board thanks Beth Talbott for her service as trustee and wishes her all the best
- The NHLTA conference will be held Tuesday, May 12
- Next Trustee meeting is March 18, 2020 at 6:00pm at Nesmith Library

Meeting adjourned at 8:21 p.m.

Respectfully submitted,
Catherine Robertson Souter

Minutes approved May 12, 2020