

## **Nesmith Library Board of Trustees**

**Monday, April 3, 2023  
Meeting Minutes DRAFT**



### **Present:**

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

***Director:*** Sylvie Brikiatis

***Assistant Director:*** Nancy Vigezzi

Member of Public: Mark Branoff

**Call to Order:** The meeting was called to order by T. Abbamondi at 6:42 pm.

**Mission statement:** Read by T. Abbamondi

Set the public comment policy space – limit the amount of comments, based on number of people

### **Approval of Meeting Minutes:**

A motion was made by J. Murphy to approve the amended minutes. It was seconded by N. Alawa. Vote Passed 7 - 0

### **Correspondence:**

There was no correspondence.

### **Gifts:**

- A gift from the Underhill Levin Gross Fund of \$890 (unrestricted) from Windham Endowment.
- N. Alawa made a motion to accept the gifts with gratitude, T. Picciano seconded. Vote Passed 7-0.

### **FLOW:**

- March Book Fair made approximately \$2200.
- New book donations will be accepted as of April 1
- Flow will not be accepting DVD's, cds or books on tape
- Deadline for the 3 FLOW Scholarships <https://www.flowwindham.org/scholarships> is April 3:
- The Mary Long Arts Grant \$2500
- The professional Studies Grant \$2500
- The Community College/Trade School Grant \$1500

- Flow will notify Board how many applications have been submitted
- Strawberry Festival Committee is fully staffed
- The publicity campaign for student art to advertise the Strawberry Festival is underway
- Each child submitting artwork will receive a voucher for a free book during our next Book Fair.

**Director:**

Overview.

- Circulation and foot traffic were good in March 2023. Numbers increased as compared to March 2022,
- Registration—7284 patrons are registered as of the end of March. 75 new cards were issued in March 2023.
- Teen Area—To be upgraded with new rug and tables for study pod
- Advertising for new candidates have closed with successful candidates having been found
- NHLTA Education Opportunities  
Registration can be done by letting [Sylvie Brikiatis](#) know you would like to attend  
Registration to be done on-line by April 7—if done on-line submit receipt to [Sylvie Brikiatis](#)  
Actual conference is May 9, 2023

**Treasurer:**

As of March, 25 % of the year has passed and the library has spent 21.45% of the appropriation. The library remains in compliance with RSA 32:7. Spent 21.45% allocation

Sylvie updated the annual budget.

It dropped by \$10K due to the high deductible plan participation.

**Trustee Committee Reports:**

Nothing to report

**New Business:**

- Bank signature authority  
Discussion Current treasurers are on same election cycles/Or resignations can occur  
Chairman of the Board would be the 3rd person to sign checks

Tara Picciano made a motion that the Chairman is added as the 3rd signer

Nadia Alawa seconded the motion. Vote Passed 7 - 0

**Old Business**

- Named Fund Investment Pool
- J. Murphy has been in contact with appropriate resources and stakeholders
- [Sylvie Brikiatis](#) will post Named Fund Investment Policy on Nesmith Library Website

-Sylvie Brikiatis has met with the (Life Skills) Life Coaching Teacher and Mrs. Bishop-Windham High School Teacher, who identified (2-3) students that are a good fit with the library. Volunteer jobs to include shelving and/or dusting shelves to start in the fall.

Out of town students — Vote needed to amend policy

A motion was made by J Lopez to amend the borrowing policy to include out of town students who attend school in Windham. Seconded by K. Moltenbrey. Vote Passed 7-0.

- Update on HB514. S. Brikiatis met with Representative Daniel Popovici-Muller.
- Discussion on the Computer Equipment Disposal Policy. [Sylvie Brikiatis](#) will draft clarification and the issue will be revisited next meeting.
- Office Space Update—S. Brikiatis reported progress is being made to move into office.
- Sylvie will speak w/ (FLOW) new ways of working with the new spaces in the library
- T. Abbamondi will create Sign Up Genius for Strawberry Festival Trustee Volunteers  
Thursday handing out Shortcake mix—1 person for 3-6 hour  
Friday Night—Setting up 3-6 tables  
Saturday—Set up Karen and Tara
- Keys are to be given to the Recording Secretary

**Announcements:**

- The next trustee meeting is May 8, 2023, at 6:30pm.
- Library Trustee Orientation Webinar <https://www.nhlta.org/webinars.asp>
- 2023 NHLTA May 9, 2023 • Grappone Conference Center, Concord

A motion to adjourn was given by Nadia Alawa.. A second was given by Karen Moultenroy The vote passed 7-0. Adjourned 8:34 pm.

Respectfully submitted,

Catherine Girata  
Draft Meeting Minutes