



*Nesmith
Library Board
of Trustees*



**Tuesday April 20, 2021
FINAL Meeting Minutes**

Present:

Trustees: *Michelle Stith (Chair), *Karen Moltenbrey (Assistant Chair), Mark Branoff (Treasurer), *Catherine Robertson Souter (Recording Secretary), *Tara Picciano (Corresponding Secretary), *Nadia Alawa (new member), *Jaime MacFall (member at large)

*Attended virtually

Director: Sylvie Brikiatis

Assistant Director: Nancy Vigezzi

Call to Order: The meeting was called to order at 6:17 pm

Mission statement: read by M. Stith

Approve March Meeting Minutes:

Motion made by K. Moltenbrey to approve meeting minutes for March meeting. Seconded by T. Picciano. Roll call vote taken: C. Robertson Souter (yes), K. Moltenbrey (yes), M. Branoff (yes), M. Stith (yes), N. Alawa (yes), T. Picciano (yes), J. MacFall (abstained) **Approved 6-0-1**

Gifts:

- There were no gifts

Correspondence:

- There was no correspondence.

Reports:

FLOW report:

- Strawberry Festival

- There will be a book fair and shortcakes for sale
- Trustee volunteers are requested for shortcakes to go and for the book fair and moving books
 - M. Stith will share the sign-up genius when it comes out
 - Also looking for large coolers to lend for strawberries and whipped cream • K. Moltenbrey suggested asking the fire department for borrowing coolers • M. Branoff - where will books be displayed?
 - A:-They will be both outside and inside the library. The summer tent will not be available that weekend. FLOW may be able to get pop-up tents to use.

Director's report:

- Circulation is almost back to normal. We are still down 50% of traffic but circulation is at just about 100%.
- Study pods - N. Vigezzi and S. Brikiatis were able to view the pods in person. They will be maple on the outside panel to match the rest of the library. Back wall is dry erase board. There will be outlets and charging ports as well.
 - FLOW is helping to fund these along with donations made directly to the library.
 - Costs have gone up from about \$3,200 to about \$4,000.
 - M. Branoff - have any other libraries been using these study pods?
 - A: No, we will be the first library in New England. Several universities have them.
- State was awarded as part of ARPA funds, \$3m for state library. The library will do sub grants to local libraries. S. Brikiatis is attending grant brainstorming session on how to apply and ideas on what will be approved.
 - Construction is not included but anything pandemic-related to widen services or to fill gaps that were exposed by pandemic.
 - One suggestion is to use grant money for a third pod?
 - Other ideas could include iPads, an outside locker for after hours curbside pickup, equipment to increase wifi access, a virtual hybrid system that more seamlessly allows virtual/in-person meetings, preservation and digitization of older books and materials.
 - M. Stith - does a patio fall under construction? Yes. Study pods may also but since they move, they should be seen as furniture.
- No solar update as of yet - they are talking to lawyers.
 - It will probably move forward but the language is being worked on.
- Looking for preliminary estimates to re-lay the bricks in front of the library. • We could discuss selling bricks to patrons to put their names in front of the library. • 150th Anniversary of the library.
 - We originally planned a series of events but the pandemic cut that back.
 - Plan now is to have series of historical displays using items we have in the history room.
 - We could also do bookmarks with information on a potential celebration. • We could do a moving event where we open all the buildings where the library was

held at any point (town hall, Armstrong building) and do displays and a self guided tour through the buildings and ask ex-trustees to be involved. End at main library with cupcakes etc.

- We can also do a series of articles about the history of the library and interesting things found in the history room
- The Nesmith Public Library itself opened as a library on June 21st, the day it was dedicated in 1871, founded with a \$3,000 grant.
 - When should we do the event? June might be too soon.
 - September was suggested.
 - Discussion held around ideas for contests etc.
 - T. Picciano - suggested reaching out to the high school to offer students a chance to do a documentary. She will ask.
 - M. Branoff - suggested reaching out to owners of Nesmith farm on N. Lowell Rd.
- C Heidenblad room - plaque has been put on hold during pandemic.
 - Should we move forward?
 - T. Picciano will work with C. Bushnell on getting the plaque done.

Treasurer's Report:

- 25% of year has passed and the library has spent 21.71% of appropriation.
- The library remains in compliance with RSA 32:7.
 - N. Alaw asked if programs expenditures are at 60% of the allotted funds, will we run out of funds before the end of the year?
 - M. Branoff: This report is the appropriation spending but money can come from other areas including donations and book fines.
 - S. Brikiatis - because FLOW has had issues with cash flow, we have held off on using their money yet. We are also spending now on summer programming. We won't spend as much the rest of the year and we will have FLOW money. We can also borrow from an other line but we should not be in that spot.

New Business:

Election of board positions:

- Chair, Vice Chair, Treasurer, Assistant Treasurer, Corresponding Secretary, Recording Secretary
 - Discussion held as to various positions.
 - Slate introduced by C. Robertson Souter:
 - K. Moltenbrey as Chair, C. Robertson Souter as Vice Chair, M. Branoff as Treasurer, J. MacFall as Assistant Treasurer, T. Picciano as Recording Secretary, N. Alawa as Corresponding Secretary and M. Stith as Member-at-Large.
 - **Motion made** to accept slate of officers as presented by T. Picciano second by K. Moltenbrey. Roll call vote taken: C. Robertson Souter (yes), K. Moltenbrey (yes), M.

Branoff (yes), M. Stith (yes), N. Alawa (yes), T. Picciano (yes), J. MacFall (yes) **Approved 7-0**

Committee nominations:

- Standing Committees:
 - Personnel: K. Moltenbrey, M. Stith, N. Alawa
 - Finance: M. Branoff, J. MacFall, and K. Moltenbrey

Face Covering Policy:

- The town voted to continue to require face masks in town buildings for the time being until they further discuss it. The library plans to move forward with a mask mandate regardless of what the town does.
 - We have had no compliance issues. The town does not seem to enforce it but we can contact the police if we do have an issue.

Announcements:

- The next trustee meeting is May 18, 2021, at 6 p.m.
- NHLTA will host a Virtual Trustee Orientation on April 24, from 10-11
- NHLTA will host a Virtual Annual Conference on May 12-13, from 9:30-2:45 both days • Registration deadline is the end of the week

Non-public:

Motion made to go into non-public per RSA 91-a:3, section 2 by T. Picciano, seconded by K. Moltenbrey. Roll call vote taken: C. Robertson Souter (yes), K. Moltenbrey (yes), M. Branoff (yes), M. Stith (yes), N. Alawa (yes), T. Picciano (yes), J. MacFall (yes). **Approved 7-0**

Personnel:

- We interviewed five people for the position of part-time children's library assistant. Unanimously we supported one candidate, Kristen Rickershauser. She had strong references and came to the interview very well prepared.
 - She will work 20 hours per week including every other Saturday.

Motion made to approve an offer made to Kirsten Rickershauser at grade 10, step 1 for 20 hours per week by T. Picciano, seconded by N. Alawa. Roll call vote taken: C. Robertson Souter (yes), K. Moltenbrey (yes), M. Branoff (yes), M. Stith (yes), N. Alawa (yes), T. Picciano (yes), J. MacFall (yes). **Approved 7-0**

Motion made to come out of non-public made by K. Moltenbrey, seconded by T. Picciano. Roll call vote taken: C. Robertson Souter (yes), K. Moltenbrey (yes), M. Branoff (yes), M. Stith (yes), N. Alawa (yes), T. Picciano (yes), J. MacFall (yes). **Approved 7-0**

Meeting adjourned at 7:26 p.m.

Respectfully submitted,

Catherine Robertson Souter
Draft minutes April 20, 2021