

Peterborough Town Library Board of Trustees

Approved June 16, 2022

**Date of Meeting:
May 19, 2022**

Meeting called to order: 5:30 pm

Motion: To have Tina fill-in as Acting Chair for the meeting, KS, JL Motion passed

Trustees Present: Tina Kriebel (Acting Chair), Laura Hanson (Secretary), Karen Struthers (Treasurer), John Lawler and Peggy Van Valkenburgh (attended remotely).

Others Present: Corinne Chronopoulos (Library Director), Ron McIntire (1833 Society)

Minutes from the April 21, 2022 meeting accepted. KS, JL

April Treasurer's Report approved. TK, JL

Director's Report Highlights

- The library has hired two paid, part-time interns, including a ConVal student and a woman who is currently getting her Masters in Library Science.
- The budget committee has added three new members, Leslie Lewis, Andrew Osterman, and Mary Clark.
- The library hosted the first movie club event, hosted by Mark Holding, and featuring the movie Moonlight.
- The final library project budget wrap-up has been scheduled. It will be recommended that the Town accept a payment of approximately \$90,000 on the condition those funds be used to pay down the library bond.
- Corinne hosted the Rec Department for a meet-and-greet with the library staff. The staff learned a lot about what the Rec Department does and the ways that they can better support each other.
- The Friends will be opening the Kyes-Sage House on May 28th. Corinne has been supporting them to keep their website and materials up-to-date and coordinating the installation of a mini-split at the house.
- The rules for the Young Adult area are being changed. It will now be reserved for teens for after school hours from 3 pm until close. The staff are not asking adults to move if they sit in the area during the day.
- The DVD genre classification project is moving along. All the DVDs are being sorted by genre, spine labels are being changed, and call numbers are being changed in the database.
- Corinne reviewed an Incident Report regarding overflow of sewage in the women's bathroom. When it happened, she called the head of public works and John Lawler, former site superintendent and Trustee, who recommended that she call Rooter-Man. Emergency Servpro services were also called, and they cleaned and sanitized all affected spaces. All of the professionals involved agreed that the library should increase the flow rate for all toilets in the future. The Trustees agreed that Corinne should update the report, monitor the situation, and wait 2 or 3 months to assess the bathroom.

Corinne will submit the Rooter-Man and ServPro invoices to the town. If it puts the library over budget, the Trustees agreed to pay the difference.

Motion to accept the Director's Report JL, KS Motion Passed

1833 Society Report

Corinne has completed a draft of a Trust Fund Resolution which will be sent out after the meeting and will be voted on at the next meeting. It is basically a campus reserve fund.

Old Business

There was a discussion about appointing Trustee alternates and creating a more formal process for application. The Trustees recommended that potential candidates submit a letter of application, stating why they would like to serve as an alternate and what skills they would bring to the library. The Board will put a call-out to the community and Corinne will draft a press release.

New Business

Karen Struthers has agreed to become the Trustee liaison to the Friends of the Library which meets once a month.

Corinne passed out updated orientation notebooks to all Trustees and reviewed the content.

Corinne shared with the Trustees a new staff schedule for the Fall. She recommended the promotion of a few positions and increased pay rates to be in-line with the town grade level minimum.

Motion to approve Fall reconstruction and salary plan as proposed JL, KS Motion passed

The library recently co-sponsored Talking About Race 2.0. Mary Hubbard facilitated the discussion and there were five people of color participating on the panel. Previously, the panelists received a \$50 stipend for an earlier discussion which didn't happen for this second panel. The Trustees recommended that the library pay the coordinator \$250 who would, in turn, pay the speakers.

Motion to close the library on July 2 TK, PV Motion passed

Motion to appoint officers for the coming year. Nominated were Tina Kriebel, Chair; Karen Struthers, Treasurer and Laura Hanson, Secretary. Nominations accepted. JL, KS

Motion to adjourn made at 7:05 pm KS, JL

Next meeting: Thursday, June 16 at 5:30 pm

Respectfully submitted, Laura Hanson