

## **Peterborough Town Library Board of Trustees**

### **Draft Minutes November 17, 2022**

**Meeting called to order:** 5:30 pm

**Trustees Present:** Tina Kriebel (Chair), Laura Hanson (Secretary), John Lawler, Chris Mann (alternate), Eric McCall (alternate)

**Others Present:** Corinne Chronopoulos (Library Director)

**Motion to allow Chris and Eric, as alternates, to vote in the absence of Peggy and Karen, TK, LH Motion passed.**

**Minutes from the October 20, 2022 meeting approved. TK, LH**

**Motion to approve October's Treasurer's Report CM, JL Motion passed.**

#### **Director's Report Highlights**

- Corinne hired Bruce Leeds for the part-time Library Assistant job.
- Ann Harrison has returned from her trip and will occasionally substitute.
- Corinne has been dealing with various facility issues such as winterizing the irrigation system, ordering filters for the HVAC system, and installing the new flagpole.
- Corinne asked for the Board's guidance regarding a family who wants to honor their mother's memory by making a donation to the library with a naming opportunity. There was a discussion about possible opportunities. Corinne will create a list of small donation opportunities and a policy and will be presented to the Board at a future meeting.
- Corinne has asked all town groups and committees to use the Select Board room at the Town House as a first choice for meetings and only use library rooms if the Select Board room is not available or if they need to have a hybrid zoom meeting.
- A patron got stuck in the handicap restroom which was a good learning experience for the staff. Recommendations were made for future safety.
- Corinne asked to close the library at 4 pm on Friday, January 13<sup>th</sup> to host a staff holiday party. It hasn't been done for several years.
- Storytime started up again after a recess.
- The youth team have put select toys and games out. They have also agreed to offer winter and spring vacation programs on a Saturday.
- Corinne has asked the youth team to cut the "Big Kid" storytime beginning in January and create a monthly pajama storytime instead.
- A new graphic novel section was created in juvenile fiction.
- Children's language learning materials have been purchased.
- A small section for language learning to include a few contemporary novels in Spanish has been created. There will be information on how to request other novels and books in other languages.
- Working on creative ways to boost circulation to let patrons know the library can order books for them.

- Mary Hubbard continues to maintain the *Now Read This* newsletter.

**Motion to accept the Director's Report TK, JL Motion passed.**

### **1833 Society Update**

A meeting was held in November to add three new people to the Board.

### **Old Business**

The Peterborough Energy Committee responded with updated information and documents regarding the installation of an electronic vehicle charging station at the library. The Board would like to talk with another user of the proposed system, and also get more data, especially during the winter months, from the downtown system. The Board discussed the pros and cons of the system. It was agreed that further discussion should be postponed until Spring.

Corinne gave an update on the library's strategic plan and the building of the community committee. She read a list of community members who have agreed to participate on the committee. They plan to meet after the holidays.

### **New Business**

The town's newly formed Viva Bach group has received a donation of a baby grand Steinway piano. The group has proposed that the piano be placed in the 1833 room, so it can be used by any community group who rents the room. Several times per year the group would pay to have the piano moved to the Town House for their performances. The group would insure the piano and be responsible for repairs and tuning. Corinne recommended that the library accept the piano for a trial period of one year before accepting it for a second year. She will draft a legal agreement to protect the library and will check on the town's insurance. The agreement will be subject to the approval of the town's attorney and the Board. The Board agreed with the recommendation.

### **Other Business**

There was a discussion about the various building maintenance contracts. Corinne reviewed the existing maintenance system contracts and identified future contracts that need to be set-up.

**Motion to adjourn made at 6:50 pm TK, CM**

**Next meeting: Thursday, December 15 at 5:30 pm**

Respectfully submitted, Laura Hanson