

These minutes are dependent on approval of Board of Trustees

James E. Nichols Memorial Library
Board of Trustees Meeting
Date August 27, 2018

Present: Trustees Chair Helen Heiner, Sarah Heath, Jo Morse, Karin Karagozian, Lynn Allen, Alternates Shannon Whalen, Bette Miller, Susan Gurney, Annette Nichols, Librarian Jon Kinnaman

Call to Order: by Helen at 5:00pm

Previous Minutes: Motion by Jo to accept, 2nd by Sarah, motion carried.

Treasurer's Report: Expenses as expected. Motion by Jo to accept, 2nd by Lynn, motion carried.

Librarian's Report: Jon reported the current trend in circulation and patron numbers has continued; he spoke of looking into a streaming service for the library. The building and grounds are being maintained for the summer season, many patrons using benches outside including the new Jay Heiner bench. Kim Anderson finished her summer work schedule as Fall season approaches.

Unfinished Business: Discussion on how other small libraries boost their patronage; look at new services especially for audio, ebooks, movies, and music. Bette will continue with her fundraising. Each Trustee has written and submitted to Karen Ponton a brief bio to be included in the grant application; the Trustees were asked to check daily for emails from Karen these next 2 weeks if additional info is needed. Karen and Annette are compiling the information and writing the grant, with the target date for submitting it September 11th.

New Business: Helen said the New Hampshire Municipal Association will be meeting October 15th in Manchester; watch for the online registration in September.

By-Laws Committee Report: Karin and Shannon shared information gathered from other libraries they visited concerning Trustee initial requirements, duties, and responsibilities. Reminder that each Trustee has access to a copy of the State Manual; library will have more copies available.

Open Item: Both Helen and Sarah mentioned that the upcoming months are our "budget meetings" and sometimes can and do take more meeting time; plan ahead for these next 2-3 meetings in reference to your dinner time. Helen also said she would be retiring at the end of her current term.

Adjourned: at 6:12pm, motion by Sarah, 2nd by Lynn, motion carried.

Submitted by: Lynn Allen, Secretary

Next Meeting: September 24, 2018