

James E. Nichols Memorial Library Board of Trustees Special Meeting

September 6th, 2023

Minutes

- I. **Call to Order:** Meeting called to order at 10:00am. Present: Chairperson Ann Xavier, Treasurer Karen Ponton, Secretary Corina Locke, Trustee Stephanie Marchut Lavallee, Trustee Sandy Frost, Trustee Emeritus Bette Miller and Alternate David Hughes
Absent: Alternate Clara Gamboa de Levin
- II. **Non-Public Session: RSA 91-A:3 II9:** At 10:02am, motion by K. Ponton, second by S. Lavallee to enter into a non-public session RSA 91-A:3 II9 to discuss the matter of hiring a potential library employee. Roll Call: A. Xavier - yes, K. Ponton – yes, C. Locke – yes, S. Lavallee – yes, S. Frost – yes. B. Miller and D. Hughes were present for the non-public session.
A. Motion by S. Frost to go out of non-public session at 11:16am. Second by K. Ponton. Passed unanimously.
- III. **Reconvene:** Meeting reconvened by A. Xavier at 11:18am
A. Motion by A. Xavier to offer James Allen an employment agreement as Librarian at \$35 per hour for 30 hours a week for a term until Dec. 31, 2024. Second by K. Ponton. Passed unanimously.
- IV. **Other Business**
A. Approve Minutes for Meetings:
 - June 26th: Motion by K. Ponton to approve the minutes with correction “passed unanimously” to be added. Second by A. Xavier. Passed unanimously.
 - July 24th: Motion by K. Ponton to approve the minutes with the correction of 2 typos. Second by S. Frost. Passed unanimously.
 - August 2nd: Motion by K. Ponton to approve the minutes. Second by S. Frost. Passed unanimously.
 - August 16th: Motion by K. Ponton to approve the minutes with correction of D. Hughes – voting and adding B. Miller and C. de Levin being present for the non-public session. Second by A. Xavier. Passed unanimously.
B. Moose head will be repaired tomorrow (Thursday) informed by K. Ponton
C. D. Hughes proposes to keep in mind the idea of creating a short and long-term goals for the library

D. Motion by K. Ponton to close the library temporarily effective Sept. 10th until staff is hired. Second by A. Xavier. Passed unanimously.

V. **Adjournment:** At 11:41am Motion by S. Lavalley, second by K. Ponton