

LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
June 20, 2023
Community Room
6:30 PM
Minutes

1. Meeting Call to Order at 6:22 PM

Peg Higgins, Ward 1
Samantha Gee, Ward 2
Candy Bailey, Ward 3
Kathy Noble, Ward 4
Pam Hubbard, Ward 5
Bruce Jolin, Ward 6
Marie LeJeune, Library Director
Katherine Parker-Wright, Patron Services Supervisor

Not present
Nat Goodspeed, City Manager's Designee

2. Acceptance of the Minutes of the April 18, 2023 Regular Meeting
Pam H motioned, CB seconded. Unanimous to accept.

3. Treasurer's Report
Spent most of the money in the budget. Giving some money back to the City.
Whittling away at the Trust Expenditures.

4. Friends of the Library Report
The Friends were nominated for a Hannaford Charitable organization and received a check.
The Friends had their social get together.
The Friends will meet again in September.

5. Communications from the Library Director
a. Budget was passed for FY 2024.
Got approval for money to be used for KOHA.
The full-time position that was requested got denied.
b. Katherine and Marie attended at Mental Health First Aid Training. They stated that it was very helpful.
c. Building/Materials Reorganization Update:

The Teen Room will become the DVD Room and the DVD Room will have tables, chairs, magazines, newspapers as well as an area for people to sit and relax reading with food or drink.

- d. Summer Reading Program has started and it is off to a good start.

6. Old Business

- a. Policy Update Plan: Marie has been working on updating the Library's Policies. She is currently working on the Code of Conduct Policy.
- b. NHLTA Conference: Candy and Peg attended this. They came back with a lot of information and got a lot out of the conference. They both enjoyed it.

7. New Business

- a. Memorial Day Weekend: The Library is open the Saturday of Memorial Day Weekend and it is not a very busy day. Marie asked if the Library should be closed on this Saturday since it is not busy.
Pam H moved to have the Library close on the Saturday of Memorial Day Weekend, BJ2. The Library will not open on the Saturday of Memorial Day Weekend.
- b. Covid 19 After Action Report: At the last Urbans Meeting it was discussed what worked and did not work during the pandemic. Marie has started to put together the historical happenings of the pandemic.

8. Other

- a. Peg complemented the Library Staff for doing such a wonderful job.
- b. Koha: Marie would like to have a staff meeting regarding KOHA. She is asking to close the Library early, at 12:00 to go over KOHA with the staff. Looking at Thursday, September 14th or 21st.
Pam H moved to close the Library early on September 14th or 21st. BJ2 Motion was passed unanimously.
- c. Bruce stated that Amy did a great job with Comic Book Day.

9. Adjourn

Meeting adjourned at 7:41 PM
PamH motioned and CB2.

Next meeting will be September 19, 2023 in the Community Room.

LIBRARY BOARD OF TRUSTEES
NON-PUBLIC SESSION
June 29, 2023
Community Room
7:00 PM
MINUTES

Meeting Call to Order at 6:58 PM

PegH motioned to go into Non-Public Session, CB2

Roll Call was taken

Peg Higgins, Ward 1
Candy Bailey, Ward 3
Kathy Noble, Ward 4
Pam Hubbard, Ward 5
Bruce Jolin, Ward 6
Nat Goodspeed, City Manager's Designee

Not present:
Samantha Gee, Ward 2

A patron brought a complaint to the Trustee's attention. Discussion ensued and a solution was determined.

CB motioned to have a meeting with the patron and BJ2.

Roll call was taken
Peg Higgins, Ward 1
Candy Bailey, Ward 3
Kathy Noble, Ward 4
Pam Hubbard, Ward 5
Bruce Jolin, Ward 6
Nat Goodspeed, City Manager's Designee

It was unanimous that the Trustees will meet with the patron as soon as arrangements are made.

Pam H motioned to go out of public session, NG2.

Roll call was taken
Peg Higgins, Ward 1
Candy Bailey, Ward 3
Kathy Noble, Ward 4

Pam Hubbard, Ward 5
Bruce Join, Ward 6
Nat Goodspeed, City Manager's Designee

PegH motioned and NG2 to adjourn the meeting.

Roll call was taken and it was unanimous to adjourn the meeting.

LIBRARY BOARD OF TRUSTEES
NON-PUBLIC SESSION
July 5, 2023
Community Room
7:00 PM

Peg H motioned to go into non-public session, Pam H2.

Roll call was taken.

Peg Higgins, Ward 1
Samantha Gee, Ward 2
Candy Bailey, Ward 3
Kathy Noble, Ward 4
Pam Hubbard, Ward 5
Bruce Jolin, Ward 6
Nat Goodspeed, City Manager's Designee

It was unanimous to go into non-public session.

The Trustees met with the patron and a resolution was determined.

Peg H motioned to leave non-public session, PamH2

Roll call was taken to leave non-public session.

Peg Higgins, Ward 1
Samantha Gee, Ward 2
Candy Bailey, Ward 3
Kathy Noble, Ward 4
Pam Hubbard, Ward 5
Bruce Jolin, Ward 6
Nat Goodspeed, City Manager's Designee

It was motioned by PegH to adjourn the meeting, BJ2.

It was unanimous to adjourn the meeting.