

PLAISTOW PUBLIC LIBRARY  
BOARD OF TRUSTEES SPECIAL MEETING  
September 25, 2021

The Plaistow Library Board of Trustees held a special session at the Plaistow Public Library on Saturday, September 25, 2021, at 9:02 am.

Present: James Peck, Chair  
Jennifer Kiarsis, Secretary  
Rosemarie Bayek, Treasurer

Others Present: Cab Vinton, Director

Not Present: Megan Lee, Vice Chair  
Michelle Sykes

This special meeting was called to vote on the recommendation from Cab Vinton to hire Nora Theberge as Page at the Library.

Motion was made by Rose Bayek to hire Nora Theberge to the position of Page at the rate of \$10.00 per hour, seconded by James Peck. Motion approved: Ayes 3; Opposed 0; Abstentions 0.

The Board then joined the following members of the Budget Committee in the Nelson Room: Richard Anthony, Bob Hamilton, Katie Knutsen, and Brian Stack. Jim provided a review of the library budget process. This included a brief outline of the library's history, a summary of the Board of Trustees' powers and duties per RSA 202-A, an overview of the budget trend since 2018, and an organizational chart (attached below).

Meeting adjourned at 9:50 (departure of Rosemarie Bayek). The remaining Trustees and Cab then provided the Budget Committee members with a tour of the building.

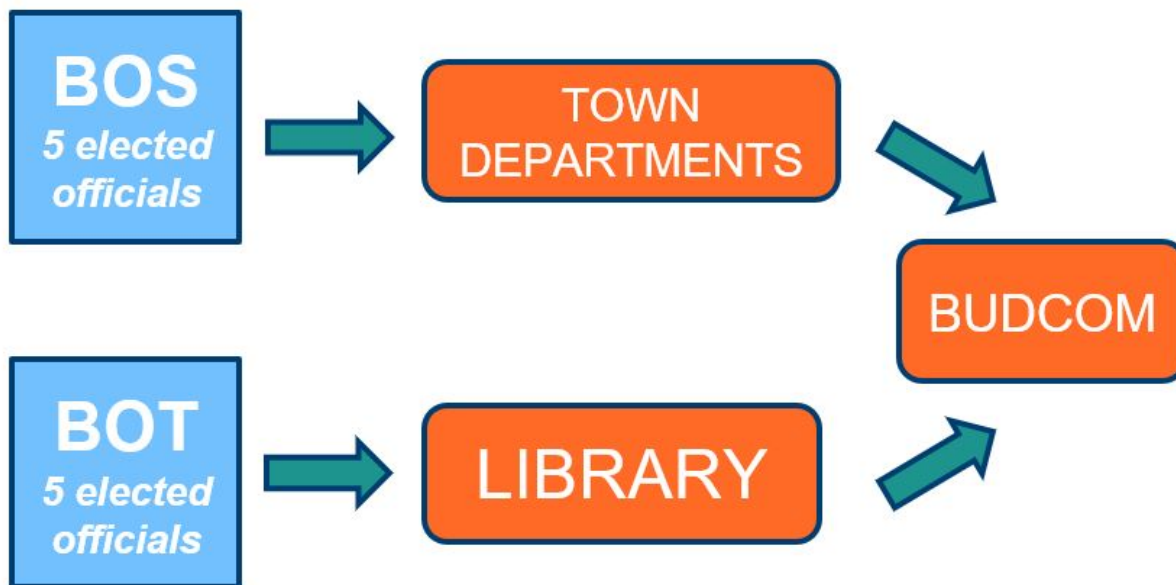
Respectfully submitted,

Jennifer Kiarsis  
Secretary

# Plaistow Public Library History

- 1895 Voters authorize construction of a new Town Hall, with 3 rooms set aside for a library
- 1896 Voters appropriate \$88.70 in support of the library (\$2,889 in today's dollars)
- 1897 New Town Hall and library opens on January 2, with regular hours on Saturdays
- 1976 Voters authorize purchase of the A-Z Tool Company property at 14 Elm Street for \$37,000 and to authorize a bond for \$35,000 for renovations
- 1977 Doors open on August 23, 1977
- 1986 Library begins offering audiovisual materials (books on tape and VHS films)
- 1987 Master Plan updated, establishing the need for a larger facility
- 1998 Voters authorize purchase of 5 acres of land at 85 Main Street from Dr. Theodore Baratt for \$208,000, the full amount paid from the Mary P. Nelson Trust
- 1999 Voters appropriate \$1,900,000 for construction of the new library, approximately half the funds coming from the Nelson Trust. Groundbreaking on September 23.
- 2000 Doors open on May 15, with a dedication ceremony on June 24, attended by Governor Shaheen and other dignitaries.
- 2007 Library begins offering downloadable ebooks and other digital content
- 2010 First "Library of Things" item offered to borrowers (NH Saves Kill-A-Watt energy monitor) – patrons can now borrow hotspots, sewing machines, e-readers, a projector, telescope, and many other non-traditional materials
- 2011 Library becomes the first in NH to migrate to an open source integrated library system (Koha)
- 2012 Southern New Hampshire Library Cooperative launches on January 30 (just the 3rd in NH), allowing residents of Plaistow, Atkinson, and Sandown to search a common catalog and access resources at any of the 3 libraries
- 2015 Catherine Willis wins the NH Library Trustee Association's Lillian Edelman Trustee of the Year award in recognition of her 33 years of dedicated service
- 2016 Unveiling ceremony on June 17 of John LeCours' 16'x5' mural highlighting two centuries of Plaistow history
- 2016 Voters authorize the creation of a Library Capital Reserve Fund, with an initial deposit of \$50,000
- 2018 LED lighting conversion, the first major energy savings project sponsored by the Town
- 2020 Library continues to serve the community during the pandemic with new curbside pickup and online program offerings

# NH Library Laws / RSA 202-A



## Board of Trustees Powers and Duties

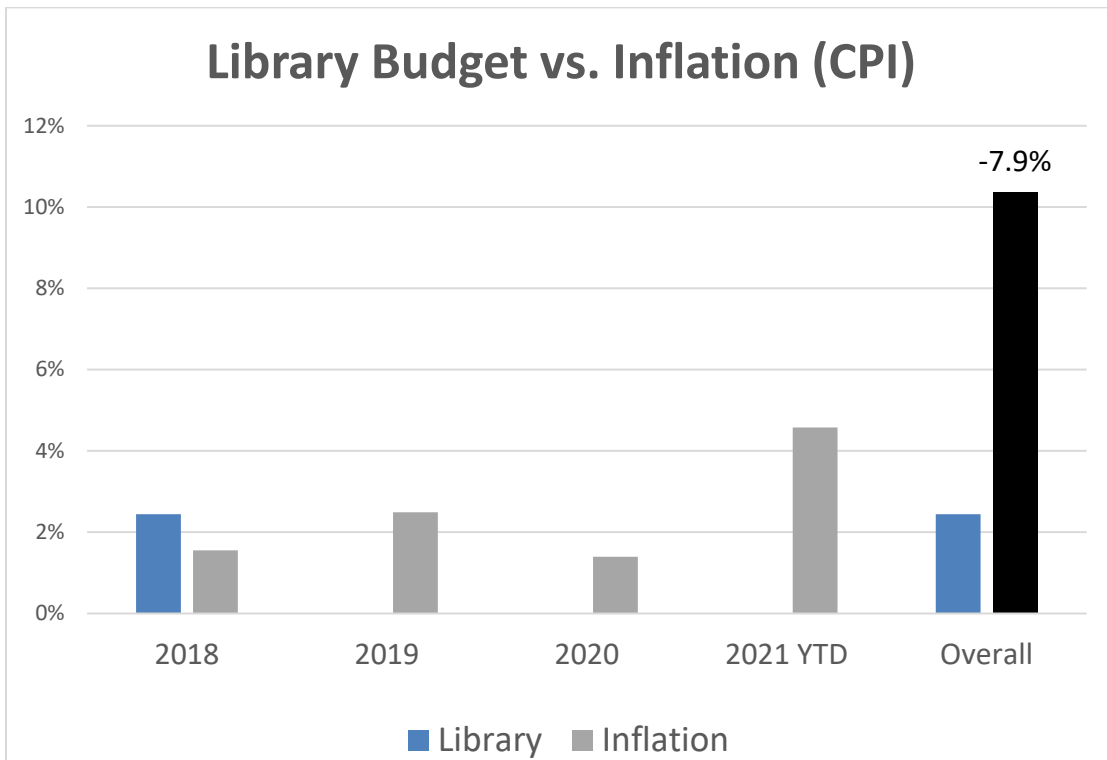
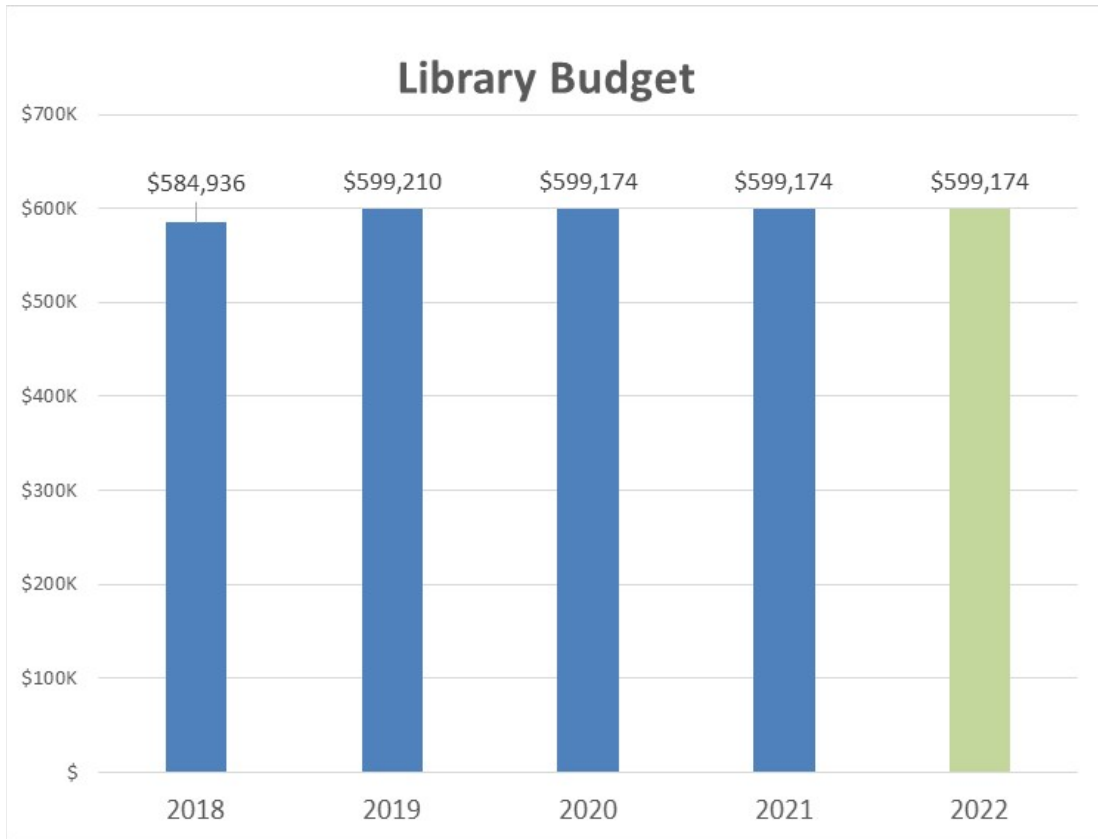
### Financial

1. "Prepare an annual budget indicating what support and maintenance of the free public library will be required out of public funds for submission to the appropriate agency of the municipality." (RSA 202-A:11, II)
1. "The library trustees shall have the entire custody and management of the public library and of all the property of the town relating thereto, including appropriations held pursuant to RSA 202-A:11, III, but excepting trust funds held by the town." (RSA 202-A:6)

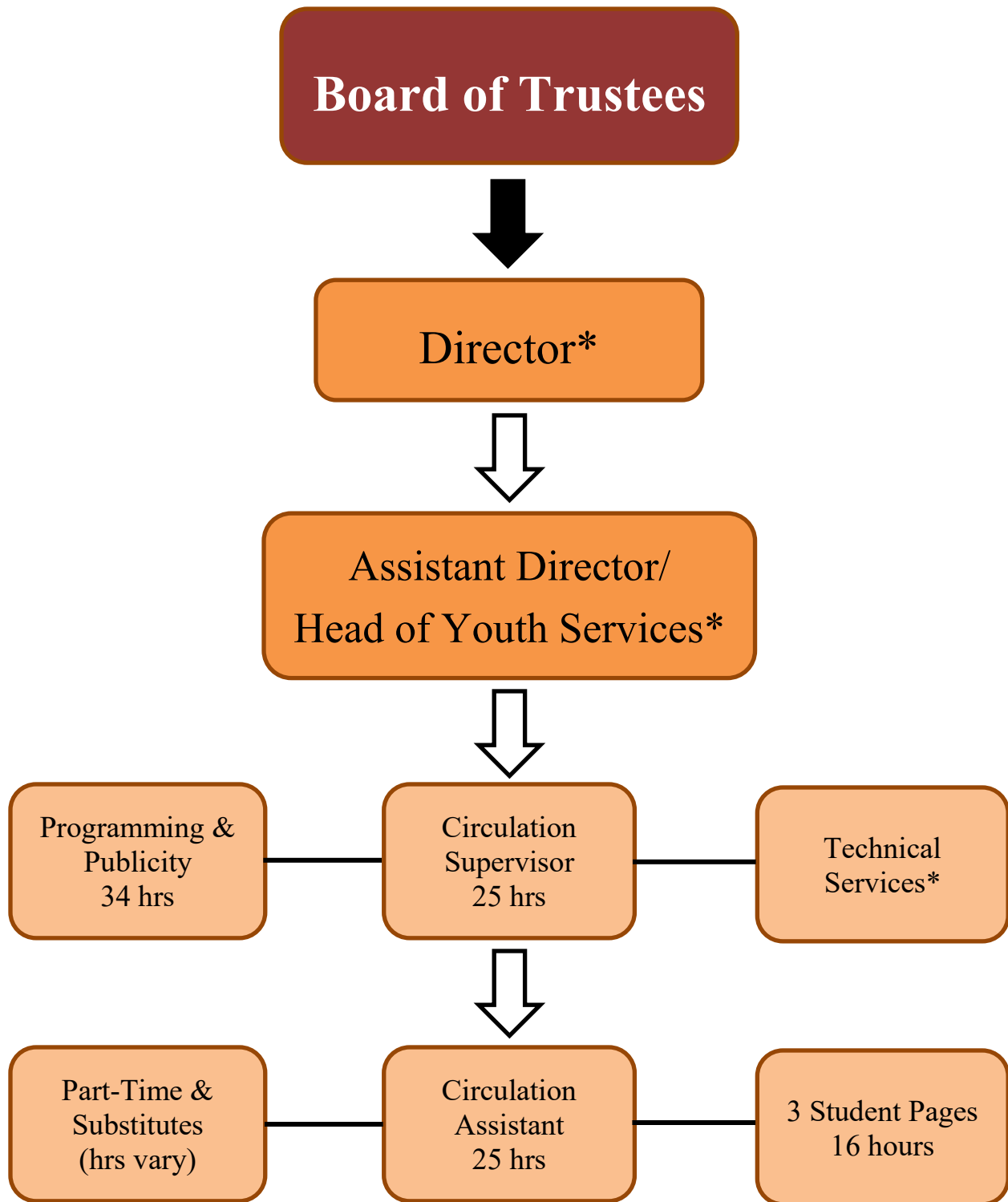
### Other

2. Appointment of all library employees and determines their wages and other terms of employment; supervision of the library director
3. Development of the library's mission and corresponding long- and short-term goals
4. Establishment of all library-related policies (personnel, use of building, etc.)

# Library Budget Trend, 2018-2022



# Library Organization Chart



\* Full-time (40 hrs)