

PLAISTOW PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
September 13, 2023

The Plaistow Public Library Board of Trustees held a regular meeting at the Library on Wednesday, September 13, 2023 at 10:30 am. Our regular meeting time was changed in order to acknowledge and celebrate three long term employees: Cab Vinton (10 years); Kelli Lennon (15 years); and Raven Gregg (10 years).

Present: Megan Lee, Chair
Rosemarie Bayek, Treasurer
Jennifer Kiarsis, Secretary
Mary Gori, Alternate

Not Present: Melissa Theberge, Vice Chair
Michelle Sykes
Kathleen Slade, Alternate

Others Present: Cab Vinton, Library Director

Call to Order

Meeting was called to order at 10:35 am. Mary Gori was appointed to vote for Melissa Theberge.

Secretary's Report

Motion to accept the minutes of August 9, 2023, was made by Jennifer Kiarsis; seconded by Rosemarie Bayek. Motion approved: Ayes 4, Opposed 0, Abstentions 0.

Treasurer's Report

Expenses for this year are over the top, and putting the Library over budget. However, after our meeting with the Board of Selectmen this week to request funds from the Library Capital Reserve Fund, we are pretty much back on track.

A new account in the NH Public Deposit Investment Pool (NHPDIP) was created using two of the memorial funds exceeding \$9,000. We are still making decent interest on memorial fund accounts in the NHPDIP, and passport income is positive.

The Town Manager will soon be looking for a bottom line budget for the Library for next year. Cab will be working on that this coming week.

Fines and whether or not to continue charging them - and on what items – will be reviewed again at the next meeting. Megan will put this on the agenda.

Motion to accept the Treasurer's Report was made by Megan Lee; seconded by Jennifer Kiarsis. Motion approved: Ayes 4, Opposed 0, Abstentions 0.

Correspondence and Communication

None

Friends of the Library

The Craft Fair will be on Saturday, unless postponed due to Hurricane Lee. If postponed, it will be held on Saturday, September 23.

The Friends Group has a good number of members, and they have been making a lot of contributions toward programming and renewing museum passes. It was suggested that these contributions should be labeled/announced as being sponsored by the Friends of the Library, so that patrons will understand the benefit of having such a group.

An Antique Rodeo program (like Antiques Roadshow) will be run by Ron Wackowski, Lawrence, Massachusetts, and held on October 21, 2023. He has asked that people bring no more than three (3) items per person, and that he will stay as long as it takes to answer people's questions about the treasures they bring. If they can carry it in, he will appraise it.

Southern New Hampshire Library Cooperative Report

Sandown Library continues to look for a new Director.

Cab would like to generate slips that show the actual dollar value of all items checked out by each patron. This would be a wonderful and visual way to show how valuable the Library is to those making use of materials being checked out.

Director's Report

The Plaistow Joint Loss Management meetings, which are held quarterly, are being attended by Kelli Lennon and Raven Gregg as representatives of the Library. This committee deals with safety and liability issues in the Town. It was suggested that perhaps this committee should be meeting at a different location and building throughout the Town.

There have been Meeting Room issues that Cab brought to the attention of the Board. He will handle them, and if there are further problems, he will let us know.

Old Business

Building update information continues: visits, surveys, and obtaining more data for evaluation. Megan is excited about an upcoming visit to Hopkinton.

The CIP Committee has requested an update from the Library. One of the first things asked of us when at the Board of Selectmen meeting on Monday was regarding the roof, which will be a huge project. We will need to review the building evaluation documentation again.

The Town Energy Committee has put out an RFP regarding solar panels for all Town buildings. Obviously, the Library might be interested but only after a new roof is installed.

New Business

No budget information regarding departmental percentages has been communicated by the Town Manager. The plan for the budget is for Cab to work on numbers for the next week or so, and then report these numbers to Megan and Rose. This information will be distributed to the rest of the Board for further review. If there are major issues, the Board will meet at a Special Meeting to discuss.

Meeting adjourned at 11:25 am

Next meeting: October 11 at 6:00 pm

Respectfully submitted,

Jennifer Kiarsis
Secretary

DRAFT