

COOK MEMORIAL LIBRARY – BOARD OF TRUSTEES MEETING
Draft Minutes For April 15, 2024 Meeting – 5:30 PM at the Library

- A. Call to order – The meeting was called to order at 5:32 pm by Allie Thompson
- B. Present: Allie Thompson, Paul Priestman, Sherryl Hitte, Lew Prillaman, Kristel Faris, Mary Cronin-Librarian
- C. Approval of Minutes
 - a. March 11, 2024 regular meeting minutes. Sherryl moved to approve; Kristel seconded. APPROVED.
- D. Treasurer's Report
 - a. March 2024 Financial Report. Lew moved to approve; Allie seconded. APPROVED.
 - b. Mary confirmed the large amount in Contributions is the annual distribution from the Friends of the Cook Memorial Library.
 - c. No unanticipated funds were received.
- E. Correspondence
 - a. No correspondence were reported. Allie shared NHLTA newsletter. Board members appreciated Mary's response to Select Board member Lianne Prentice's message regarding a citizen's concern about the receipt of one-time grants and library budgeting.
- F. Old Business
 - a. Bookmobile Committee. Mary reported that it may be a good time to pause and let some of the communities assess their capacity to participate. The next meeting of the committee is scheduled for May 6.
 - b. The ease of interlibrary loan processing was celebrated at the April 9 meeting of the Northern NH Library Cooperative Annual Meeting. The cooperative agreement was re-drafted to add the Ossipee Public Library to the cooperative. There were minor changes regarding financing of the cooperative. The Trustees asked Mary to be in contact with the Town Office regarding access to the town attorney to review the new agreement.
- G. Library Director's Report
 - a. The April newsletter includes this month's programs. The solar eclipse program and viewing was a successful community event. Mary reported every last pair of eclipse glasses were distributed as people phoned ahead to locate them as they were driving north. Kelly Goodson's talk on hummingbird's is upcoming – unfortunately, events such as Kelly's with media presentations are difficult to successfully distribute with teleconferencing technology.
 - b. Amy Carter attended the Children's Literacy Foundation conference. The adverse effects on reading rates among young children from the COVID-19 pandemic have been stubborn.
 - c. Grants: Mary and Chris are attending a training on facilitating conversations in concert with the LTC Accessible Small & Rural Libraries

grant. The Cook Memorial Library and Ossipee Library applied jointly to attend a 3-day training Reframing Library Organizations. The Ebsco Solar grant is due this month, different than the NH Department of Energy grants which have not yet been announced. There was a brief discussion regarding the possible need to navigate the federal rebate process.

H. New Business

- a. Parking and access to the library by car for people with physical challenges is an ongoing concern. Mary reported that the road agent said at a recent Select Board meeting that repaving and new parking lines for the village will be coming this spring. Paul will investigate and report back.

I. Committee Reports

- a. The following slate of officers was nominated to lead the Trustees: Allie Thompson, Chair; Paul Priestman, Vice Chair; Evan Henderson, Treasurer; Lew Prillaman, Corresponding Secretary. Sherryl moved to approve this slate of officers. Lew seconded. APPROVED.
- b. Lew reported the Friends book sale March 30 raised about \$600, and they will be holding a Connecting Community fundraiser July 14 which will be a service auction.
- c. The grant-funded energy recovery ventilator will go out to bid. The Library elevator is out of service until further notice, due to electrical damage from the April 3 storm. The elevator servicer has a significant backlog and was not able to provide a date when work could be done. The CO detector linked to the security system also needs repair after the extended outage and the water heater is just now on the mend after poor performance after the extended electrical outage.
- d. Review of job descriptions are underway. The new job description for the assistant custodian will be ready for review by the next board meeting so the job can be posted and filled.
- e. The Library's engagement with Strategic Plan was discussed. Amy's work with Literacy Foundation; the ongoing transcription project, addressing the handicapped parking problem, and ongoing bookmobile progress were all cited as important actions taken this past month.

J. Kristel moved for adjournment. Cheryl seconded. APPROVED at 6:43 PM.

K. Next Trustees meeting is scheduled for Monday, May 13, 2024, at 5:30 PM.