

**Ashland Town Library
Minutes of Library Trustees Meeting
May 23, 2019 (Evening Meeting)**

**Trustees Present: Alice Staples, David Ruell, Mardean Badger
Others Present: Sara Weinberg, Library Director**

The meeting was called to order at 7:01 pm by Chair Alice Staples.

APPROVAL OF MINUTES

- **A motion was made (Staples) and seconded (Ruell) to approve the minutes of April 25, 2019, and of May 23, 2019 (afternoon meeting). The motion was approved unanimously, 3-0.**

DIRECTOR'S REPORT

- Regan Pride (TCCAP) said we could use the Historic School for programming for about \$50 per event with some notice. Sara is considering a Humanities Program for some time in the fall.
- Friends of the Library news
 - At a recent meeting, Adam Di Filippe was elected President of the Friends.
 - The Friends will be holding a Library Open House on May 30 from 2 to 6:30 pm. The purpose is to promote the library, promote the Friends' activities that support the Library, and to encourage people to join the Friends of the Library.
 - The Friends will be holding their annual Book Sale on July 6, from 9 to 2, on the Library lawn.
 - The next Friends of the Library meeting will be August 22, 6:00 pm at the Library.

TREASURER'S REPORT

- We reviewed expenses and income, and approved the current financial report and reconciliation statements.
 - Income included \$5,505 from the town appropriation, \$20 in overdue fees, \$34.20 restitution payment and a \$1,000 donation to the Donations Fund.
 - Expenses included books, videos, water, sewer, telephone, supplies, NHLA dues for the director, NHLTA dues for the trustees, NHLA conference, and Follett tech support.

OLD BUSINESS

Directional Signs

- We are going to use the wording "*Ramp at rear entrance*" rather than "*handicapped*" or "*accessible*" for our new signs, which will direct patrons to easier access in the rear. While the ramp itself is ADA compliant, the walkway up to the ramp is too steep to be compliant, although it is more accessible than the front granite steps.
- Sara will check with Jae Demers about cost and materials. Craig Moore might also be approached for some suggestions for sign sources and installation.

Review of Possible Library Sites

- We have continued exploring for possible library sites, including the St. Agnes Church which we visited earlier in the day. Other options explored so far include the Historic School, the former liquor store, and the current location. We will continue looking for other possible buildings or sites that might be suitable for a library.
- We have scheduled a work session, June 4 at 3:00 pm, to collect information about each location on a chart.

Library Director Evaluation

- We reviewed our annual evaluation of the Library Director with her. Our comments and the director's goals will be compiled and signed.

PSU Fall Semester Class

- Alice is collecting information about the Library for the fall Marketing class. The class will be assisting us in conducting and analyzing a survey for the Library.

NEW BUSINESS

NHLA Conference Report

- This year's theme was "Cozy Up to Your Community" and addressed providing services for all the different ages and populations in a library's community. Sara summarized some of the ideas:
 - YALS (Young Adult Library Services) suggested a teen advisory council for input on young adult services and 'adulting' classes for teens.
 - Tech services for older adults were described. We could do something monthly, maybe with a volunteer or a PSU student.
 - The Wright Museum described their expanding programs and also described how to create an exhibit.

NEXT MEETINGS & UPCOMING EVENTS

- **May 30, 2019 – Friends of the Library Open House, 2:00 to 6:30 pm, Ashland Town Library.**
- **June 4, 2019 – Library Trustees Work Session (Library Locations), 3:00 pm, Ashland Town Library.**
- **July 6, 2019 – Friends of the Library Book Sale, 9:00 am to 2:00 pm, Ashland Town Library Lawn.**
- **July 11, 2019 – Library Trustees Meeting, 7:00 pm, Ashland Town Library.**
- **August 22, 2019 – Friends of the Library Meeting, 6:00 pm, Ashland Town Library.**

The meeting was adjourned at 8:21 pm.

Minutes submitted by Mardean Badger