

**Ashland Town Library
Minutes of Library Trustees Meeting
June 23, 2022**

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

The meeting was called to order at 5:31 PM by Alice Staples.

APPROVAL OF MINUTES

- **A motion was made (Staples) and seconded (Ruell) to approve the minutes of June 2, 2022. The motion was approved unanimously, 3-0.**

DIRECTOR'S REPORT

- Registration for the summer reading program has started.
- The library has a new Instagram account. A student volunteer assisted with setting it up, as part of her community service hours.
- Sara shared the July newsletter.

TREASURER'S REPORT

- We reviewed expenses and income, and we approved the current financial report and reconciliation statements.
 - Expenses since the last report included books, videos, supplies, magazines, all utilities, legal fees and computer equipment.

OLD BUSINESS

- **Ward D'Elia** of Samyn-D'Elia Architects called for an update on the new library progress. He noted that their firm can conduct floor load testing in the building and can design a stack layout using that information. The process might include drilling some holes in the floors. We will pass this information on to Attorney Boldt.
- **Chris Boldt** is on the July 11 agenda of the Board of Selectmen meeting. When we receive the agenda, we will share it with our supporters.
- **Ashland School Board**, at their June 7 meeting, voted to not exercise their right of first refusal for the sale of the TCCAP building. The vote is noted in the Ashland School Board minutes, and Attorney Boldt has requested confirmation of that decision in writing.
- **Scribner records** were reviewed by Alice, to see if there was any further information about the fuel tank (i.e., size). Nothing definitive was found.
- **The flagpole** is still in need of repair.
- **An outdoor trashcan** has been ordered for outside, to control trash being left on the lawn.
- **Technology**
 - The new network structure is being set up, which will consist of one closed, secure network for staff use and one open WiFi network for the public.
 - We reviewed the Chromebook borrowing policy (in-library use only). Our library patrons will only have to sign the borrowing agreement once. People who are not

our library patrons may borrow the Chromebook, but we will ask them for some additional contact and/or identification information.

NEW BUSINESS

- **4th of July Parade**
 - Alice is working with Jae Demers to design some banners to display on Alice's car for the parade. We discussed theme ideas around "Freedom to Read."
- **2023 Budget**
 - Our next meeting will include our first work session on the 2023 library budget. The budget we submit will have to cover all the needs and categories for support of the new library building.

NON-PUBLIC SESSION

- **A motion was made (Badger) and seconded (Ruell) to enter non-public session for the purpose of NH RSA 91-A:3, II(b), the hiring of any person as a public employee. The motion was approved unanimously, 3-0, by roll call vote: Staples, yes; Ruell, yes; Badger, yes.**
- The trustees and library director entered non-public session at 7:10 PM and discussed a recent applicant for a library position.
- **At 7:20 PM, a motion was made (Badger) and seconded (Ruell) to return to public session. The motion was approved unanimously, 3-0.**
- It was noted that the position of part-time circulation assistant, which was recently filled, is now vacant and will be advertised again.

NEXT MEETING

- July 7, 2022 – Library Trustees Meeting – 5:30 PM at the Ashland Town Library.

The meeting was adjourned at 7:20 PM.

Minutes submitted by Mardean Badger