

**Ashland Town Library
Minutes of Library Trustees Meeting
Minutes of January 5, 2023**

Trustees Present: Alice Staples, David Ruell, Mardean Badger
Others Present: Sara Weinberg, Director
Robin Fisk, Anne Richards

The meeting was called to order at 3:04 PM by Alice Staples.

APPROVAL OF MINUTES

- **A motion was made (Ruell) and seconded (Staples) to approve the minutes of November 17 and December 15 as amended. The motion was approved unanimously, 3-0.**

DIRECTOR'S REPORT

- Staffing schedules have been adjusted for January, into February.

TREASURER'S REPORT

- We reviewed the current financial position. Some of the first-of-the-year bills have been paid. We are still waiting for the return from the town of the unused portion of the 2022 wages, FICA and Medicare accounts.

OLD BUSINESS

- **Building Purchase Process**
 - At the recent School Board meeting, the School Board approved the wording of a warrant article regarding the school district's right of first refusal of purchase of the historic school from TCCAP. The voters' decision is required by the Purchase & Sales Agreement, which was signed by the Library Trustees, the BOS and TCCAP. The Board also approved placing the article on the warrant.
- **Building & Grounds Maintenance**
 - The recent issue with the Christmas lights was due to a mis-labelled circuit breaker.
- **Payroll Process**
 - Payroll checks were not available on the Friday prior to New Year's holiday but were available on Monday. There was no prior notification from the Town Office about the change in schedule.
- **Friends of the Library**
 - The Friends will be holding a meeting during this month. Some topics of discussion may include assisting with the Take Your Child to the Library Day on February 4, starting a Library of Things, and assisting at the Deliberative Session.

NEW BUSINESS

- **Budget Hearing and Deliberative Session**

- The Budget Hearing is January 17, 6:00 PM in the School Cafeteria. The School Budget proposal will be presented first, followed by the Town's proposed budget.
- The Deliberative Session is February 4 at 10:00 AM.
- The Trustees discussed issues that will likely be discussed at both sessions, including the library's proposed budget and narrative, the Capital Reserve fund, the purchase of the Historic School for the library, and possible petitioned warrant articles from other members of the public.
- Robin Fisk recommended submitting an OpEd/letter to the newspapers regarding the consequences of any overturn of the purchase of the Historic School for the library.
- **Fund Raising**
 - Robin Fisk recommended having available a sample letter of 'intent to donate' that library supporters may use. Robin offered to draft such a letter.
- **Alternate Trustee**
 - Robin Fisk is considering serving as an Alternate Library Trustee. We reviewed RSA 202-A:10 and the process for appointment.

NEXT MEETING

- **January 19 – Library Trustees Meeting – 5:30 PM at the Ashland Town Library.**

The meeting was adjourned at 4:22 PM.

Minutes submitted by Mardean Badger