

## Langdon Library Board of Trustees Meeting Minutes August 9, 2018

**Present:** Trustees Jack O'Reilly (JO); David Turbide (DT), Catherine Hazelton (CH); Alternate Trustee Steve Bush (SB); Library Director Lara Croft Berry (LCB).

Meeting called to order by JO at 1:01 PM

**Minutes:** Moved by CH, seconded by JO to accept July 12 2018 public minutes. Accepted 4-0

**Treasurer's Report:** Overall spending is in line with expectations at this point in the year. We're a bit over the y-t-d percentage on a few items but those are timing issues and are not expected to be over-spent for the full year.

**Director's Report:** The library continues to operate smoothly, service a growing base of patrons, groups and activities.

- A number of summer activities are in-process and scheduled over the coming weeks. Disappointing attendance at the Mike Rogers Trio concert this week was due largely to a conflict with the noise ordinance meeting at town hall. Because the concert was schedule 5 months ago, the conflict could not be foreseen. Greater efforts will be made to coordinate with all other town departments in hopes of avoiding such conflicts in the future.
- Personnel changes are a top concern at this time with two staff members leaving at the end of this week, temporary shuffling of hours and duties plus increased use of temp help will be needed to get us through the recruiting and hiring process for bringing the staff back to full strength.
- We are again reevaluating the movie nights. It appears the showings are too late for the younger set (we have to wait for dusk, of course) and there doesn't seem to be much interest from adults and teens. We should take a hard look at this program when developing next summer's schedule.
- We have benefitted from the "Reads to go" program providing books for the monthly book club for several years and it is our turn to provide a book bundle for the pool. We are sponsoring "Lilly and the Octopus" by Steven Rowley which is already in the pool and in circulation.

**Walkway Lighting:** The lights are on order and Peter Welch continues to coordinate on the contractors needed, replacement needs for the globes and bulbs. No progress report as Peter was not at this meeting.

**Parking Lot:** No change this month. We are still planning to keep this project moving in coordination with the town budgeting cycle.

**Gutters:** The gutters on the North side of the addition are full of leaves and pine needles, with some weeds and a small tree growing! They should be cleaned out and we need a strategy for keeping them clear in the future. No change on this item. The regular handyman has been too busy to address this issue so LCB is looking for alternate resources for this kind of maintenance need.

**Policies:** No update at this time. The next reviews are not due until Spring of 2019.

**New Business:** The picnic tables are not in great shape and cannot support the umbrellas we recently acquired. Moved by JO, seconded by CH to buy one new picnic table using trustee funds up to \$1000. Passed 4 – 0. We will likely want to add a second table next year.

The town is requesting our first budget estimate for 2019 three months earlier than in the past. LCB is working on it and will coordinate with the board on its preparation. We discussed staffing and staff scheduling in general as it pertains to the budget and the current staff replacement efforts.

**Non-Public:** Moved by CH and seconded by SB to change to non-public session per RSA 91-A:3 II (a) and (c) personnel at 1:58 PM. Approved 4-0 by Roll call vote.

Moved by CH, seconded by DT, approved 4-0 by roll-call vote to close the non-public session at 2:34 PM

Moved by CH, seconded by SB, approved 4-0 by roll-call vote to seal the minutes of the non-public session in perpetuity.

**New Business:** The continuing challenges of staffing Saturdays, particularly in months with 5 Saturdays and months with Monday holidays has become even more of a problem with the current staffing changes. After considerable discussion, it was moved by CH and seconded by DT to not open the library on Saturdays on the following three-day weekends: Memorial Day, Labor Day, Columbus Day, Martin Luther King Day, and Presidents' Day. Passed 4 – 0

The board agreed to change the regular meeting date from the first Thursday of the month to the second Thursday to avoid conflicts. The change will take effect in October. The September meeting will be on the first Thursday.

**Board meeting adjourned** - moved by CH seconded by DT, passed 4-0 at 2:41 PM

**Next Meeting:** September 6, 2018 @ 1:00PM

**Respectfully Submitted:** David A Turbide, board secretary