

Langdon Library Board of Trustees Meeting Minutes August 22, 2019

Present: Trustees Jack O'Reilly (JO); David Turbide (DT), Catherine Hazelton (CH), Peter Welch (PW); Alternate Lee Lamson (LL); Library Director Lara Croft Berry (LCB); Samara Robertson, library patron and possible future trustee or alternate (left at around 2:45 before non-public session started)

Meeting called to order by JO at 1:30 PM

Minutes: Moved by JC, seconded by CH to accept July 18, 2019 public minutes

Treasurer's Report: Spending is in line with expectations at this point in the year with the slight shifting of funds between categories mentioned in last month's report. There was discrepancy between the town's figures and the library's records that has been resolved. The \$200 difference was traced back to two errors (\$300 one way and \$500 the other) between the town and the library. Town and library figures now match and the town will be giving us \$300 to correct the error. As a follow-up to last month's discussion of the trust fund and quarterly disbursements, LCB retrieved and circulated copies of the original wills that established the funds. A brief discussion affirmed last month's decisions with a "wait and see" approach over the next quarter or two to confirm if taking management fees out of the interest/dividends rather than out of the fund balance is really the right way to handle this.

Director's Report: The library continues to operate smoothly, with great numbers for visits and programs.

- Summer Reading Program "A Universe of Stories" completed successfully with lots of enthusiastic participants in both children and adult categories.
- Interlibrary Loan requests are still running strong. No word on the replacement system that we all anxiously await.
- Lots of compliments on programming for all ages this summer, both variety and implementation
- LCB is in the midst of a "weed" of adult fiction. This regular maintenance activity frees up space on the shelves by removing books that are outdated and don't circulate. Patrons should not be alarmed at the extra space on the shelves – it's a good thing. We were out of room and staff has had to continually do major relocations to fit new books into their proper places.

Parking Lot: No update

Building Maintenance: We are still waiting for the bid from the second tree expert (Dieter Ebert) for removal of the diseased tree.

Policies: Two policies were reviewed and approved with little or no change:

Artwork Display Policy Moved by CH; seconded by PW; approved 5 – 0 to accept with minor changes

Circulation Policy Moved by CH; seconded by PW; Approved 5 – 0 to accept with minor changes.

These policies, and a half-dozen others, were not due for review until June 2020 but we have decided to do a few each month through the fall to better space out the review schedule through the year.

A Non-Public session was initiated at 2:45 PM:

Moved by DT and seconded by PW to change to non-public session per RSA 91-A:3 II (a) and (c) personnel at 2:45 PM. Approved 5-0 by Roll call vote.

Moved by JO, seconded by PW, approved 5-0 by roll-call vote to close the non-public session at 3:31 PM

Moved by DT, seconded by CH, approved 5-0 by roll-call vote to seal the minutes of the non-public session in perpetuity.

Next Meeting: September 26, 2019 @ 1:30PM

A special meeting will take place on Thursday September 5 at 1:30 to work on the 2020 budget

Board meeting adjourned - moved by PW seconded by DT, passed 5-0 at 3:32 PM

Respectfully Submitted: David A Turbide, board secretary

DRAFT