

Langdon Library Board of Trustees Meeting Minutes February 13, 2020

Present: Trustees Jack O'Reilly (JO); David Turbide (DT), Lillian Wilson (LW), Peter Welch (PW); Alternate Lee Lamson (LL); Library Director Lara Croft Berry (LCB)

Meeting called to order by JO at 1:28 PM

Minutes: Moved by PW, seconded by JO to accept January 16 public minutes; passed 3 – 0 – 2.

Treasurer's Report: End of year accounting is not complete yet, partially due to not late arrival of the money and data from town hall closing out the items that are paid by the town on our behalf like payroll, insurance, etc. Some of this money is being returned to the trustee account in repayment of funds 'borrowed' from that account to accommodate timing of expenses and receipt of funds from the town. Some will be used to purchase needed equipment (2 computers) that were budgeted but could not be purchased until these funds became available. A quick vote was taken to confirm board approval for these purchases Moved by PW; seconded by LW; passed 5 – 0.

Director's Report: The January numbers indicate a continued increase in services to the community in all categories following a record 2019.

- There has been a disconnect with the highway crew in getting the lot and sidewalks cleared in time for regular opening on snowy/icy days, causing delayed openings several days this winter. We understand the crew's obligations and limits but there needs to be better coordination so that either the library can open on time or patrons and staff can be notified as to when the library will be open for business. LCB will meet with Town Administrator M Roy and Road Agent Thomas on Friday February 28 to discuss.
- LCB is still working on getting quotes for crash bars for the emergency exit doors and organic lawn care services. The vendors she has contacted have been generally unresponsive.
- LCB was on vacation for a part of January and at the same time, T Tomlinson was out sick for 3 days. The staff and subs rose to the challenge and maintained excellent service to library patrons during this period – great thanks go out to them from the trustees. We are really proud of our library staff and subs... we know we can count on you to deliver for the townspeople of Newington.

Building Maintenance: It was noted that the original building has not been re-pointed in many years and we should start thinking and planning to take care of that in the foreseeable future but probably not this year as the parking lot expansion is a higher priority.

Parking lot warrant: More than enough signatures have been collected and the warrant article request for \$80,000 to complete the parking extension has been presented for town meeting consideration. The budget committee was very supporting in their review during their last meeting. Strategy for presenting our case to the town was discussed.

Policies: No policies to reviews this month. There are 7 policies to be reviewed in 2020 and we'll spread them out through the year starting with the Internet Use Policy next month.

Donations: The board voted to accept \$17.00 in miscellaneous cash donations plus the \$1,000 received from the NH Charitable Trust: Moved by DT, seconded by PW; passed 5-0

No Non-Public session this month.

Next Meeting: March 19, 2020 @ 1:30PM

Board meeting adjourned - moved by DT, seconded by LW, passed 4-0 at 2:48 PM

Respectfully Submitted: David A Turbide, board secretary

DRAFT