

Draft
Peterborough Town Library Board of Trustees
Meeting Minutes March 21, 2019

Present: Marcia Patten (Chair), Laura Hanson (Secretary), Karen Struthers (Treasurer), Ron Bowman, Deb Caplan (Alternate), Libby Reinhardt (Alternate), & Greg Kriebel (Alternate)

Others Present: Corinne Chronopoulos (Library Director), Ron McIntire (1833 Society), Audrey White (Capital Campaign, Chair), Sue Martin (1833 Society) & Tina Kriebel (1833 Society)

Meeting called to order: 6:00 pm

Minutes from January 24, 2019 meeting accepted. RB, KS

Minutes from February 1, 2019 meeting accepted. KS, RB

Treasurer's reports for January and February accepted. RB, LH

Director's January & February Report Highlights:

- Corinne spoke to Terry Knowles at the office of Attorney General and explained the library's process to intake revenue, budget revenue, and the revenue "cushion." She confirmed 100% that once the Trustees pay over the budgeted revenue, any additional unbudgeted revenue is under the jurisdiction of the Trustees. The Trustees need to report the revenue and spend it in accordance with the RSAs. To keep things clear, unbudgeted revenue will go into a separate account which is monitored and balanced by the Town.
- Corinne has met with a representative of SoClean regarding temporary space, and they have indicated their interest in renting to the library. They are finalizing renovation plans to the building and cannot confirm until April. She toured another space at the Guernsey building which was very small, but, if necessary, she thought it could work for 15 months.
- The library has launched Burbio which is an online community calendar which has been well received. The town and local non-profits are participating.
- The library's write-up for the Town of Peterborough annual report has been filed and was distributed to the Trustees for review.
- Recently a podcast workshop was held which was a huge success and there is now a wait list for the next one. Corinne is exploring the idea of setting-up a podcasting area in the library for patrons to use in creating their podcasts.
- A review of the library's reference/digital database offerings has been completed. Some of the resources will be changed next year and they will also be exploring more streaming content. Kanopy will soon be a new resource which features thoughtful entertainment in the form of film for adults and children.
- The library has identified a volunteer who is taking on the responsibility of coordinating volunteers.

Motion to accept the Director's Report, RB, KS Motion passed

1833 Society Update

Audrey gave the following capital campaign financial update and told the Trustees that the capital campaign has reached 90% of its goal.

Total raised including the \$3 million bond: \$7,619,410

Cast of Thousands: \$90,510

Jim Grant campaign: \$4,005

Motion to authorize Deb Caplan as a voting member of the meeting. RB, KS Motion passed.

MOTION TO ADJOURN FROM PUBLIC SESSION, RB, KS MOTION PASSED

MOTION TO ENTER NON-PUBLIC SESSION under RSA 91-A:3, II (c) RB, KS

Marcia Patten Y

Ron Bowman Y

Laura Hanson Y

Karen Struthers Y

Deb Caplan Y

THE BOARD ENTERED INTO NON-PUBLIC SESSION AT 6:45 PM

Present: Marcia Patten, Ron Bowman, Laura Hanson, Karen Struthers, Deb Caplan, Libby Reinhardt, Greg Kriebel, Ron McIntire, Audrey White, Sue Martin & Tina Kriebel

Discussion of capital campaign fundraising and finances. Matters if discussed in public would affect adversely the reputation of any person not a member of the Board.

MOTION TO SEAL MINUTES OF NON-PUBLIC SESSION, KS, RB MOTION PASSED

MOTION TO RE-ENTER PUBLIC SESSION

Marcia Patten Y

Ron Bowman Y

Laura Hanson Y

Karen Struthers Y

Deb Caplan Y

THE BOARD RE-ENTERED PUBLIC SESSION AT 7:20 PM

New Business

Discussion about where to store the library building model. It was suggested that it be moved to the barn at the back of the parking lot temporarily. Marcia will look into other more permanent storage.

The letter that was drafted to the Sharon Select Board in January in response to their December letter regarding leaving the library hasn't been fully signed. Recommended that the library not send the letter because of the late date.

Corinne reported on the great success of the Jim Grant event and that \$4,000 has been raised to date towards the \$25,000 goal to name the children's collection after Jim. The campaign will be promoted through more crowd funding.

Trustee Election and Board Development – Corinne reported that Sam Abbott won't be running for the open Trustee seat in May because he's re-locating to another town. She also shared with the Board her recent attendance at a Maker Space Board development session which was led by a professional facilitator. She felt it was very productive and creative and would like to form a sub-committee of library Trustees to explore the possibility of a similar experience for the Library's Board.

The Board decided to meet on the third Thursday of the month at 6:00 pm going forward. The next meeting is scheduled for April 18th.

MOTION TO ADJOURN FROM PUBLIC SESSION, RB, KS MOTION PASSED

MOTION TO ENTER NON-PUBLIC SESSION under RSA 91-A:3ii(c) RB, KS

Marcia Patten Y

Ron Bowman Y

Laura Hanson Y

Karen Struthers Y

Deb Caplan Y

THE BOARD ENTERED INTO NON-PUBLIC SESSION AT 7:35 PM

Present: Marcia Patten, Ron Bowman, Laura Hanson, Karen Struthers, Deb Caplan, Libby Reinhardt, Greg Kriebel, Ron McIntire, Audrey White, Sue Martin & Tina Kriebel

Patron issue

MOTION TO SEAL MINUTES OF NON-PUBLIC SESSION, KS, RB MOTION PASSED

MOTION TO RE-ENTER PUBLIC SESSION

Marcia Patten Y

Ron Bowman Y

Laura Hanson Y

Karen Struthers Y

Deb Caplan Y

THE BOARD RE-ENTERED PUBLIC SESSION AT 7:50 PM

Other Business

Libby recently spoke with Susie Hunter at the Jim Grant event. Susie is sponsoring Sam Jaffee, who breeds caterpillars at the Caterpillar Lab in Marlborough, to host a two-day event in downtown Peterborough on June 21 & 22. Libby asked if the library would be willing to help sponsor and support the event. Corinne said the library would promote the event through publicity and possibly some programming.

Motion to adjourn at 7:55 PM

Respectfully submitted, Laura Hanson