

Draft
Peterborough Town Library Board of Trustees
Meeting Minutes October 26, 2017

Present: Marcia Patten (Chair), Karen Struthers (Treasurer), Laura Hanson (Secretary), & Ron Bowman

Others present: Corinne Chronopoulos (Library Director), Tina Kriebel (1833 Society), & Ron McIntire (1833 Society)

Meeting called to order: 1:30 pm

Minutes from September 28, 2017 meeting accepted with corrections RB, KS

Treasurer's report for September accepted RB, LH

Director's Report Highlights

- An annual invoice will be sent to the town of Sharon.
- Discussion about the Kyes-Sage new roof and possible mold as a result of water damage.
- The building committee is working closely with consultants and architects regarding the efficiency of the new building. Corinne is working approximately 50% of her time on the building project and campaign.
- Gradually drafting library policy as part of the strategic plan.
- Marcia Patten is the first in a series of "Meet a Trustee" featured on the library's website and in the newsletter.
- Completed the CIP report and did a presentation to the committee. Presented to the fire department. There is a tentative meeting of the BOS on October 30th with the department heads to discuss CIP projects and messaging during the budget season.
- Final interviews for the Youth Library Assistant position have been conducted. Interviewed four candidates, including two current library patron service assistants. Have selected a candidate and will announce soon.
- The Adult Volunteer Program is up and running. Linda K. is the coordinator and currently manages 4 volunteers.
- Halloween event is being planned.
- CLiF event for pre-schoolers and home schoolers will be held November 16th in collaboration with PES.
- The Banned Book read-out was "fabulously" promoted and attended.
- The book event with Sy Montgomery and Liz Thomas had 50+ attendees.
- Mary is planning a program with a conscientious objector to discuss his experience during the Vietnam War.
- Library will be closed on Veteran's Day, Friday, and open regular hours on Saturday.

Motion to accept Director's Report RB, KS

1833 Society Update

- The building committee continues to work with ABA and recently received Design Development drawings. Harvey Construction is using the new drawings to determine the final pricing for the project.
- Met with Margaret Dillon and Doug Waitt to review energy considerations related to design.
- Preliminary review of design completed with Planning Board at their October meeting.
- Building design will leverage back addition of Keyes-Sage house for boiler room/mechanical space.
- Meeting held with ABA and Peterborough Fire Chief to review requirements and input for fire alarms.
- Nubanusit event held October 24th.
- RiverMead event planned for November 2nd.
- Open House at library scheduled for Monday, November 6th.
- Corinne spoke at Friends of the Library meeting on October 25th.
- Next Talking Points scheduled for Nov/Dec.
- 1833 Board held board meeting on October 10th.

The trustees expressed would be glad to be kept better informed about the capital campaign and agreed to assist where needed. It was suggested that there be a follow-up meeting between the 1833 Society and the trustees. Also, invited the trustees to attend the monthly 1833 Society Board meeting.

Old Business

Budget

Corinne reviewed the preliminary FY19 Budget, including a separate alternative 2019 Budget with moving costs.

Motion for approval of Volunteer Policy and Young Adult Policy KS, RB

Motion for approval of Behavior Policy with one change RB, KS

The Safe Child Policy was tabled until the next Trustee meeting in November.

Other Business

The preliminary budget review with the town administrator is scheduled for 11/28 at 11 am. All trustees are encouraged to attend.

Next Meeting: November 30, 2017

Motion to adjourn made at 3:57 pm RB, KS

Respectfully submitted, Laura Hanson