

**Draft**  
**Peterborough Town Library Board of Trustees**  
**Meeting Minutes**  
**March 29, 2018**

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

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

**Meeting called to order:** 1:30 pm

**Minutes from 2/26 Trustee meeting accepted. JW, RB**  
**Treasurer's report for February 2018 accepted. JW, RB**

**Director's Report Highlights**

- Deliberative session is next Tuesday, 4/3. The library is not on the agenda, but Corinne encouraged all library supporters to attend.
- Corinne continues to assist the capital campaign with several meetings and events in March, including fundraising, building, and public outreach. Other projects this month included submitting the CDFA application and a package for the NH Community Loan Fund, Chamber After Hours, "Get Out the Vote" meetings, and the Bob Putnam event.
- Sent Letter to the Editor with library project information and listing of Board's next meeting and share contact info.
- Contracted with local history intern for a project to house original library books in archival quality conditions.
- A historic sub-committee was formed comprised of Corinne, Tina, Marcia, & Laura, to inventory the historic furniture, paintings, etc. in the current library and to determine what will be appropriate in the new library.
- Corinne created a civic literacy post to outline the town government budgeting process.
- Speaking at the Unitarian Church on April 15<sup>th</sup> and Scott-Farrar on April 6<sup>th</sup>.
- Attended EDA meeting. Will serve on small committee with goal to publish clear information about Main Street bridge project and bolster to buy local campaign.
- Cabin Fever Extravaganza had 70+ people in attendance. It was a huge success.
- Corinne reported on the PLA Conference she recently attended in Philadelphia and came away with many ideas for implementation. Led into a discussion about under-served residents.
- Discussion about the possible creation of a 1 to 2-minute video to promote library services, also a short video to help "Get Out the Vote." Decided to hold-off on the promotional video.

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

### **1833 Update**

- SM gave an update on progress on bridge financing and the NH Community Loan Fund which is a non-profit that helps fund other non-profits. She said right now there are a couple of options like finding one or more individuals who would take on the bridge financing; or finding institutional lenders. There will be a site visit by the Community Loan Fund on 3/28 and a meeting with the Town Administrator.
- There was a discussion about the "Get Out the Vote" campaign. The committee has met twice and there are new volunteers joining. Marketing materials and collateral have been developed. Social media campaign underway. There is both a face-to-face and telephone canvassing plan in place.
- Construction documents are complete and Harvey Construction is currently soliciting bids to develop a Guaranteed Maximum Price by April 9.
- Working items from Shoreland Protection and Planning Board conditional approval.
- Town legal counsel is reviewing the Planned Purchase Agreement for the solar array.
- Asks happening each week with acceleration of asks and pledges in preparation for Town Meeting and project financing process.
- LCHIP grant process is starting in May.
- Budget Committee and Select Board both recommend warrant article.
- Financial overview of capital campaign presented.
- Held monthly 1833 Board meeting on March 12.
- Annual meeting will be held late spring with some new Board members.

### **New Business**

- Corinne distributed the security camera policy which will be discussed in more detail at the April meeting.
- Discussion about upcoming NH Library Trustees Association annual library conference.

**Next meeting: April 26, 2018 at 1:30 pm**

**Motion to adjourn made at 3:10 pm JW, RB**

Respectfully submitted, Laura Hanson