

Draft
Peterborough Town Library Board of Trustees
Meeting Minutes August 22, 2018

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

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

Meeting called to order: 1:30 pm

Minutes from July 26th meeting accepted as amended. RB, KS

Treasurer's report for July 2018 accepted. RB, JW

Director's Report Highlights

- Corinne reviewed the trust funds balances with the Board.
- Mary and Corinne have completed all but two staff reviews and said that the staff "truly cares and each one of them goes above and beyond."
- Have adapted the six-week plan for the move to the new timeline. Tentative site visit on Sept. 6th to look at the space. The lease has been distributed to the Board for questions/feedback.
- Working with Peter Edland and David Macy to complete the restoration of the portico mural. Peter will be at the library Aug. 27th thru Sept. 7th. Sept. 7, 2007 was the original dedication of the mural and are hoping to have a ceremony on the same day to celebrate the restoration.
- Jason Lambert's play will be held in the reference room at the library from 9/20 thru 9/27 and there will be three performances a day.

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

1833 Update

- Obtaining bridge financing is taking longer than originally anticipated and is getting more complicated. The finance committee still has an October 1st goal for moving forward.
- Committee has all the necessary Board approvals.
- Fundraising event tonight at the Morison's Brick House.
- Thermometer is ready for installation this Friday.
- Press release on the successful donor match campaign has been distributed.
- Have reached out to the various groups who rent the library to let them know the building is available in September
- Have finished the final collection maintenance (weeding) process.
- Don't plan to keep old newspapers since the Historical Society has copies.
- Project oversite committee kick-off is planned for mid-September.

- Suggested that the lease be reviewed by the town's attorney and anything mentioned verbally should be in writing. Corinne will talk with Rodney.

Old Business

Reviewed the revised timeline for the move.

New Business

Business Community Sponsorships – Ron and Carl Mabbs-Zeno reviewed with the Board a first draft of a letter to the business community and suggested business sponsorship opportunities. Discussion about the names of the various levels and made a couple of changes. Also feedback about whether or not to have a Business Advisory Forum. Ron and Carl will re-work the sponsorship campaign based on feedback.

Employee Handbook Update - Town is updating their employee handbook and one of the major changes is the creation of ETO instead of separate vacation and sick time. Mary will give a full report at next month's meeting.

Employee of the Year – Mary Hubbard was announced as the Employee of the Year as nominated by the staff. Mary was presented the award and a small presentation made to honor her dedication and hard work.

Next meeting: September 27, 2018 at 1:30 pm

Motion to adjourn made at 3:20 pm JW, RB

Respectfully submitted, Laura Hanson