

**Peterborough Town Library Board of Trustees**  
**Meeting Minutes July 26, 2018**

**Present:** Marcia Patten (Chair), Karen Struthers (Treasurer), Ron Bowman

**Others present:** Corinne Chronopoulos (Library Director), Ron McIntire (1833 Society) Sue Martin (1833), Audrey White (1833 Society) Barbara Miller (Select Board member) & Sam Abbot (Resident)

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

**Minutes from June meeting accepted:** RB, KS

**June Treasurer's Report approved:**

There was discussion about the close-out to the fiscal year. After much back and forth, Corinne was able to confirm that the finance department had correct data about the library revenue as paid over. Close attention to the library budget and the project budget will be required to be sure everyone has the correct information and the records at the finance department are correct.

**Director's Report**

- Some of the highlights of the Director's Report include:
- Continued work to ready the building for the big move. This includes ongoing collection maintenance, organizing, cleaning out old files, and working with buildings and grounds for scheduled disposal days.
- One of the AC units failed. The building is now being cooled by the remaining 3 units and should make it through the summer.
- An update to the patrons and public were sent out about the library project.
- A six-week plan has been created to achieve the move. Corinne will be move coordinator for the collection, Mary will be move coordinator for the administrative offices.
- The vault has been emptied and all items donated to the Monadnock Center for History and Culture. Much work was done in the local history collection to ready it for the move, including the housing of the historic books.
- Summer reading was a huge success with more participation than ever.

**1833 Society**

Sue Martin gave an update on the project. The financial steps required are in motion. The 1833 Society is working to have a letter of credit to the Town Administrator by the week of August 20<sup>th</sup>. Once the Town has this in hand, they will sign the construction contract. All agreed that the lease on a temporary space and the official move date cannot be set until the construction contract is signed.

The community phase is ongoing. A community letter sent out was very successful and raised over \$30,000. The library video will be released to patrons next week, along with a letter from Corinne inviting their support.

**New Business**

Corinne reviewed the proposals for the move and interviewed both companies. Insurance documents were requested, and references checked. Motion to approve the proposal from Overton and Associates and select them as the movers for the project.

MP, RB

**Other Business**

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

Respectfully submitted, Corinne Chronopoulos

**Nonpublic Session Minutes**

July 26, 2018

Present: trustees Marcia Patten, Ron Bowman, Karen Struthers

Motion to enter Nonpublic Session RSA 91-A:3, II (a), personnel, made by Ron Bowman, seconded by Karen Struthers.

Roll Call vote to enter nonpublic session:

Marcia Patten Yes

Ron Bowman Yes

Karen Struthers Yes

Entered nonpublic session at 2:30 p.m.

Trustees approved and signed Corinne Chronopoulos's annual review.

Motion to leave nonpublic session and return to public session by RB, seconded by KS.

Motion passed.

Public session reconvened at 2:40 pm.

These minutes recorded by Marcia Patten, chair