



## ***Weare Public Library***

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## **Board of Trustees**

Mark Carey, Chairman  
Josh Hilliard, Treasurer  
Gina Green, Secretary  
Clay Kriese, Director  
Alternate, Hanna Schofield

### **- DRAFT - Minutes Board of Trustees Meeting Thursday April 18, 2024**

**Present:** Trustees: Chairman Mark Carey, Treasurer Josh Hilliard, Director Clay Kriese, Alternate: Hanna Schofield, Guest: Kate Blume

The meeting was called to order at 7:01 pm (as per RSA 91-A: 1-a.). Mark Carey motioned to call the meeting to order. As Secretary Green was absent, Secretary Hilliard nominated Alternate Schofield as an active trustee for the meeting.

#### **Public Comments:**

A public hearing began at 7:02 PM. There were no public comments. The board progressed directly to the public session.

#### **Acceptance of funds:**

Per RSA 202-A 4c, the board reviewed the fines, fees, and reimbursements of \$2,150.77. Treasurer Hilliard moved to accept the funds, Chairman Carey seconded the motion. All present were in favor.

#### **Acceptance of Minutes:**

The meeting minutes of the March 21st were reviewed. Chairman Carey moved to accept the minutes for the meeting, Treasurer Hilliard seconded the motion. All present were in favor and the meeting minutes were accepted.

#### **Director's Report:**

Director Kriese noted there is a lot of red, despite a lot of foot traffic. Downloadables do keep going up. Karen has a good book budget and does a great job working on keeping new and popular titles. He noted the decline in 4th grade visits. Alternate Schofield mentioned that there has been testing going for the last three weeks or so which might contribute. The number of new accounts is down a bit. Chairman Carey inquired about closures due to power; Director Kriese explained that the library follows school closures so we were closed. He also noted he intends to check out the generator soon.

Events have been doing well. There were eight playgroups last week and the average attendance is roughly twelve. Story time is also popular with around seventeen for attendance and Sandy did it the last few times.

There is a new water bubbler that patrons and staff can use to refill water bottles.

Overall, we are higher than last quarter but this does include downloadables. Interestingly enough there are 5-10 titles that are getting the bulk of holds and interest. This is helpful for purchasing because we can get both large

print and regular so we have multiple copies. Treasurer Hilliard inquired what is guiding the popularity and purchasing. Library tends to refer to NYT, Amazon (which usually matches TikTok popular titles), GoodReads and USA Today are good guides for what is popular. This is based on state title popularity, but the library sometimes bases purchases off patron requests.

Secretary Hilliard motioned to accept the Director's report at 7:17. Treasurer Hilliard moved to accept the funds, Chairman Carey seconded the motion. All present were in favor.

### **Old Business:**

Seven people attended the special meeting and discussed the larger wishlist. There was discussion on what the goal is at the moment. The focus is going to be a statement for smaller, obtainable goals. Everyone went around and identified what they felt were the four most important things on the list and there seemed to be a consensus: new shelving, book/dvd drop, expanding the collection, outdoor garden space, bookmobile (especially for outreach and outdoor weather). The more detail we include in these goals, such as collection expansion, will be helpful in terms of looking for donations and helping people get a better idea of where the money is going. Rick had a drafted case statement (minus details) that included the history of the library, similar to the campaign for adult services example. He will build in the identified goals and tweak the case statement so we can have a solid draft that we can share with the Friends of the Library. It's important that if we are going to try and do a larger annual fundraiser that we look at how to work with other groups to help.

Meeting May 6th, 6:00PM that is open to anyone that would like to attend - Richard Peck will be attending, along the library staff.

### **New Business:**

Exit Interview: Unfortunately, Chairman Carey was unable to meet with the employee, but going forward we intend to have exit interviews so we can look at how to improve our practices and or job descriptions.

Discussion on the funds that the Foundation has and the process for requesting funds.

Secretary Gina Green emailed that due to ongoing personal issues, she has to resign as secretary and will be sending a formal letter to the board. Chairman Carey explained the next steps and also pointed out that it would be good to have more alternates. Katie Blume referenced a list the town just published about positions and committees where people are needed, but the library wasn't listed. Perhaps this was because it is an elected position? Treasurer Hilliard asked Katie if she was interested to be an alternate and she replied yes, so the trustees will go forward with recommending her to the town.

Director Kriese shared that the part-time person has been hired, Sam Jones, and will be starting soon.

If we have donations that come in, going forward as we start fundraising, where would that money go? We currently have a trust fund but perhaps we should look into partnering with one of the existing non-profits such as The Friends of the Library. This is something we will want to discuss further, as well as with Richard Peck for his professional fundraising feedback.

Chairman Carey let the group know that he will not be present at our next meeting as he is traveling. We will move our meeting to Friday, May 10th at 4:30PM.

Chairman Carey made a motion to adjourn; Alternate Schofield seconded the motion. All present were in favor. The meeting adjourned at 8:05 pm.

Next scheduled meeting is Friday May 10, 2024 at 4:30 pm.

Respectfully submitted,  
Hanna Schofield, Alternate