



Weare Public Library
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Board of Trustees

Mark Carey, Chairman
Josh Hilliard, Treasurer
Brenda Cannon, Secretary
Heleen Kurk, Alternate
Clay Kriese, Director

-- Approved Minutes --

Minutes

Board of Trustees Meeting

Thursday March 3, 2022

Present: Trustees: Chairman Mark Carey, Treasurer Josh Hilliard, Secretary Brenda Cannon, Director Clay Kriese, Alternate(s): none, Guest: Joshua Dick

The meeting was called to order at 7:00 pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes of February 3, 2022 were reviewed. Treasurer Josh Hilliard moved to accept the minutes for the meeting, Chairman Mark Carey seconded the motion. All present were in favor and the meeting minutes were accepted.

Public Comments:

A public hearing began at 7:03 PM. There were no public comments. The board progressed directly to the public session.

Public Session to accept funds:

A public hearing came to order at 7:03pm, per RSA 202-A 4c. The hearing was held to accept funds from income generating equipment, donations and other income to be placed in the appropriate funds (\$140.00). Trust fund money in the amount of \$932.63 was also received. The Library Director provided this information in the February 2022 Report to Trustees. Treasurer Josh Hilliard moved to accept the funds. Chairman Mark Carey seconded the motion. All present were in favor.

Director's Report:

Director Kriese presented data of the past month's operations, circulation activity and staff development. We're seeing positive numbers – especially when compared to February 2021 (when we were only allowing visits by appointment). Also, compared to last month, it looks like more persons in the library has led to an increase in material circulation. Our downloads, however, dropped a bit.

For March, the Children's Librarian is bringing back story times and a Lego Club event. She's also working on an Easter-themed candy-house craft. We're hosting a parenting group. The first of which will feature Dr. Debbie Farr. For April's Pine Tree Riot Celebration, we're featuring crafts and an author talk.

Other Notes:

We're now distributing an updated version of the 2022 survey. The online version will be emailed to all of our patrons and subscribers to the town's newsletter. I'm leaning on doing a direct mailer, which is somewhat affordable. **Action:** During this meeting the library trustees voted to allow the Library Director to spend up to \$900 for this direct promotional mailing, the money for this project comes from trust funds received.

I received no questions during the Town Deliberative Session on February 12, 2022. The attendees overwhelmingly voted for the warrant article to go to the March 8, 2022 ballot.

The 2021 audit is complete. I anticipate no issues. **Action:** It was noted that the credit card (cc) contains the name of the previous chairman, B. Cannon. A new cc will be requested; the Library Director will be given signing privileges.

The new shelves will be installed on March 8, 2022.

We're closing the library for one hour on March 14, 2022 (4:30-5:30) for a staff meeting.

Our well-pump broke. We were without water for a few days. Contoocook Artesian Well was able to replace the pump under warranty. The Town was billed for labor.

The Town Selectmen approved B.J. Johnson & Son's estimate for the replacement of the Sawyer Room Windows. However, the two estimates I provided for the Paige Room blinds were deemed too high. I'll return to their meeting on March 7, 2022 with three lower estimates.

Treasurer Josh Hilliard moved to accept the Director's report for February 2022. Chairman Mark Carey seconded the motion. All present were in favor.

Old Business:

1. Status – Weare in the World (WITW) Agreement – The final document has been reviewed and signed by the Weare in the World staff as well as the Trustee chairman.
2. Library Foundation – Continuing to receive surveys so that information can be presented to the library foundation.
3. SNHU butterfly project – Remains pending
4. Warrant Article (WA) – Refer to the Library Directors report for an update.
5. An additional alternate Joshua Dick has recently joined the Library Trustees.
 - a. The Secretary will forward a copy of these minutes to the Town Administrator so that the Selectman can be made aware of these changes.

New Business:

There was no new business at the time of this meeting.

Chairman Mark Carey made a motion to adjourn; Treasurer Josh Hilliard seconded the motion. All present were in favor. The meeting adjourned at 8:06pm.

Next meeting is Thursday April 7, 2022 at 7:00 pm

Respectfully submitted, Brenda Cannon, Recording Secretary