



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 January 6, 2022

Present: Trustees: Chairman Mark Carey, Treasurer Josh Hilliard, Secretary Brenda Cannon, Director Clay Kriese, Alternate(s): Heleen Kurk, Guest: Debbie Farr

The meeting was called to order at 7:01 pm as per RSA 91-A: 1-a.

Acceptance of Minutes:

The meeting minutes of December 2 and December 17, 2021 were reviewed. Treasurer Josh Hilliard moved to accept the minutes for the December 2 and 17 meetings, 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 (\$103.40). The Library Director provided this information in the December 2021 Report to Trustees. Treasurer Josh Hilliard moved to accept the funds. Chairman Mark Carey seconded the motion. All present were in favor. The public session ended at 7:04pm.

Director's Report:

Director Kriese presented data of the past month's operations, circulation activity and staff development. December was a quiet month – down from November, but we still had more circulations than last year, and did see a jump in DVDs (finally). Again, good to see we performed better than 2020, though we still not have reached the pre-covid numbers that I hoped for. Our fastest growing categories were Easy/Early Readers and Graphic novels. Our largest declines were DVDs and (physical) Audiobooks.

The Christmas Party at the middle school was a hit. We did not hold any events in the latter half of the month. In January: Pinochle & Cribbage, Knit & Craft Group, Ruff Readers, Game Nights, and Game Afternoons will be back, and we're working on adding more events for the spring.

Both of my recent town presentations (Selectmen on Jan. 3, 2022 Finance on Jan. 5, 2022) seemed to be well received. The Deliberative Session will be at the middle school on Feb 12, 2022 at 9:00 AM.

We began distributing the beta-survey on Jan 3, 2022.

I purchased the ceiling tiles, book cart, teen furniture, study carrell, whiteboard, and door counter. They are all either in shipment or just arrived. I ordered the children's and DVD shelves. I'm still waiting on the installation date.

From the town: We're still waiting on the Sawyer windows, Paige room shades, air purifiers, and water bottle filler. The town also agreed to cover the water odor remover.

The children's room windows were repaired.

Treasurer Josh Hilliard moved to accept the Director's report for December 2021. Chairman Mark Carey seconded the motion. All present were in favor.

Old Business:

1. Status – Weare in the World (WITW) Agreement – The Trustees are hopeful to meet with the WITW staff over the next month. The Trustees need indemnification to remain a part of this document (library to be held harmless for any things the paper does) but are willing to make other concessions.
2. Library Foundation –The Director has begun sending the survey to patrons to determine how the library should move forward. The survey is available on Facebook and is being provided to patrons when items are checked out.
3. SNHU butterfly project – Remains pending
4. Warrant Article (WA) – The Director made a presentation to the Selectman at the first January 2022 meeting. The Trustees discussed ways in which they might get word to the voters regarding this WA. The Trustees may put together a flyer or other signage using funds solicited from individual Trustees (no tax payer dollars to be used for any publicity).

New Business:

1. Employee handbook – vacation/paid time off (PTO) – The policy for PTO will require updating. In the future the library is to remain open during normal business hours for the Christmas holiday season. Library staff will submit vacation requests months prior to the holiday period; no PTO will be given. The Director will ensure there is enough staff for complete coverage.

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

Next meeting is Thursday February 3, 2022 at 7:00 pm

Respectfully submitted,
Brenda Cannon, Recording Secretary