**North Hampton Public Library**

**Board of Trustees**

**Working Session**

**30 January 2019, 6:30 pm**

**North Hampton Public Library**

Chair: Jacqueline Brandt

Secretary: Susan Leonardi

Treasurer: Judy Day

Library Director: Susan Grant

Alternate: Margaret Delano

Board of Trustees Working Session

1. Suggestion to move item #2) Review, editing and approval of community newsletter to first item discussed. Trustees review the article for the community newsletter no changes were made. Motion made by Susan L to approve article. Seconded by Judy Day. All agreed.
2. Marketing materials for the addition/renovation - approval of postcards & mailers & flyers from Ron to be distributed before the vote and at the Deliberative session
	1. Review of community letter, updating the library’s plans. Susan Grant suggestions include changing program rooms to meeting rooms and a discussion about how best to share the number of patrons using the library. This letter will be distributed in the Friday Folders, Community Newsletter and PAL. Motion made by Susan L. to accept edits and distribute. Seconded by Judy Day. All agreed.
	2. Review of NHPL Factsheet by BOT. Additions made to new building bullets and discussion of benefits moving forward with addition\renovation plan. Susan Leonardi will share all updated documents with the BOT before Deliberative Session. Motion made to update and an share Factsheet by Susan L. Seconded by Jacqui. Judy Day abstained.
	3. Discussion of Ron’s library renderings and which is more attractive for printing purposes. Ron will be creating a detailed flyer to be distributed in February. Motion made to approve option 2 rendering for marketing flyer made by Susan L. Seconded by Jacqui. All agreed.
	4. NHPL website. We hope all created documents including NHPL library building timeline will be added to the website in the near future.
3. Representation at the Deliberative Session on Saturday 2/2; speaking and gathering support for $100K warrant article for library capital reserve fund. Susan and Jacqui will be at the Deliberative to speak in favor of the warrant article. Susan L. states that the library recognizes that with the tax increases it will be difficult and suggests amending the article so the library can fundraise to match the article in private donations and grants.
	1. Motion made by Susan L to edit and amend the article at Deliberative. Seconded by Jacqui. All agreed.
4. Questions from the Friends. Susan Leonardi distributed a list of questions that was shared with her by Cynthia Swank. These questions were thought to be from the Friends, but Cynthia emailed after the meeting stating they are in fact from her.
5. Requests for information under Title VI Public Officers and Employees, Chapter 91-A Access to Governmental Records and Meeting Section 91-A:4. Larry Miller as a citizen has requested documentation about the resolution of the funds transferred back to the library from the Foundation. Terry Knowles from the Attorney General’s office approved the resolution.
6. Meeting was adjourned at 8:00pm.