

**North Hampton Public Library  
Board of Trustees**

**Regular Meeting  
13 March 2019, 5:30 pm  
North Hampton Town Hall**

Chair: Jacqueline Brandt  
Secretary: Susan Leonardi  
Treasurer: TBD  
Library Director: Susan Grant  
Alternate: Margaret Delano

---

*The intent of these minutes is to provide a summary of the essential meeting content and not a transcription.*

**Agenda**

1. Administrative

- a. Call to order. Meeting called to order at 5:34pm. Jacqui Brandt, Susan Leonardi; Trustees and Library Director Susan Grant in attendance.
- b. Approval of Meeting Minutes from February. Motion to accept made by Jacqui Brandt. Seconded by Susan Grant
- c. Library Directors Report.
  - i. The library renewed its ALA membership. Susan Leonardi asked if any staff members would be interested in attending the ALA conference in Washington, D.C. this June. Susan Grant is looking into it, another possibility is PLA Conference 2020 in Nashville, TN.
  - ii. Building. The Winter Community Newsletter was finished and mailed February 20<sup>th</sup> to town residents. Received a thank you post card from Cross Roads for the donations we collected over the holidays. The Library opened late March 4 due to a snow storm. The FY18 library report for New Hampshire State Library was submitted. Library the 3D printer March 3-9 and will have it again during the summer. It is owned by several libraries in the seacoast area and we take turns.
  - iii. Statistics. Circulation was down 1.5% from February of last year. Museum pass usage doubled from the previous month (February vacation). Number of patrons checking out library materials stayed the same as previous month, but fewer people overall visited the library than the previous month. Overdrive (ebooks and downloaded audiobooks) showed an increase in use as did Lynda.com over the previous month. We signed up 8 new patrons in February, making a total of 110 new patrons so far for FY19.

- iv. Financial Reports. Budget is on track. Operating Account reconciled ending balance TDBank \$59,976.07. Non-appropriated Funds Account TDBank reconciled ending balance \$86,491.66. Peoples Bank CD#1 142,312.34 (plus any interest accrued). Peoples Bank CD#2 \$94,874.90 (plus any interest accrued). Peoples Bank Checking Account \$ (statement not received as of 3/11/2019). Capital Reserve Fund is at \$339,501.31 as of 2/28/2019
- v. Programs. There are many upcoming programs scheduled for this spring.
  - 1. March 19<sup>th</sup> 6:30 pm *Birds of the White Mountains* with Steve Hale of *Open World Explorers*.
  - 2. April 4<sup>th</sup> 10:00 a.m. *Lyme Disease*. Library/Lyf Center in Stratham will present this program at the library.
  - 3. April 10<sup>th</sup> 7 pm Lane Memorial Library - The Governor's Advisory Council on Diversity & Inclusion will be holding a listening session. This is a Seacoast Area Libraries sponsored event that I organized with the help of Jim Maggiore and the other libraries in the SAL Cooperative.
  - 4. April 13<sup>th</sup> *Tech Fair at the library*
  - 5. April 16<sup>th</sup> 7:00 p.m. *Poetry in Word & Song* with John Perrault, Mimi, White, and Mark DeCarteret, former Portsmouth Poets Laureate
  - 6. March 28<sup>th</sup> *Becoming a Care Partner* – two sessions 11 a.m. & 6:30 pm April 23<sup>rd</sup> 2-4 pm *Paint Party ages 8 and up*. Materials fee of \$10
  - 7. April 30<sup>th</sup>, 6:30 pm *Birds, Bats & Butterflies- Speaking for Wildlife* (NH Cooperative Extension)
  - 8. May 9<sup>th</sup> 6:30 pm *Theresa Fersch - Sunrise in Spain* (also her book title) – Hiking the Camino de Santiago
  - 9. May 14<sup>th</sup> 6:30 pm *NAMI- In Your Own Words* (National Alliance on Mental Illness)
  - 10. May 21<sup>st</sup> 6:30 pm *Love the Home You Are In* with Cynthia Clark Cheney, Interior Decorator.(Cynthia Clark Interiors)
  - 11. May 23<sup>rd</sup> 6:30 pm FNH Humanities program: *Stark Decency: New Hampshire's WWII German Prisoner of War Camp*.
  - 12. June 4<sup>th</sup> 6:30 pm *Harmonica Workshop* with Mike Rogers
  - 13. April 1-15<sup>th</sup> *The Big Read* sponsored by Overdrive: *Homes: A Refugee Story* by Abu Bakr al Rabeeah & Winnie Yeung. This title will be available for all who want to read it with online discussion available.
  - 14. *Community Conversation* – Date to be determined – Interfaith relationships in the community. Some North Hampton residents will share their experiences. Nicole Ruane, PhD. of UNH will also talk about the history of God.

d. Youth Librarian Report.

- i. Winterfest. The library hosted the BJ Hickman Magic Show for Winterfest 2019 for a packed crowd of 140 guests of all ages. BJ had performed at last year's Fest and was equally entertaining this time around.
- ii. 3D Printer. The NHPL had its turn with the Ultimaker 2-Go 3D Printer that is circulated by the New Hampshire State Library. We offered the 3D design website Thingiverse on the teen room laptop for patrons to create their own designs. Unfortunately, the unit did not operate properly and it likely needs a cleaning. We will have another turn with it during the summer and we will offer a similar program at that time.
- iii. New Baby Library Gift. Four new babies have arrived to families in North Hampton this past fall and winter. Connie has reached out to the parents to give them our New Baby Library Gift of a colorful book bag containing new picture and board books.
- iv. Summer Reading Program. Our performers have finalized their arrangements with me for the summer reading program. Connie will be reaching out to area business to solicit them for donations of small toys, coupons, and/or gift certificates for free goods or services that will be used as incentives and recognition prizes for SRP. The appearances will include:
  1. McAuliffe-Shepard Planetarium program "Final Frontier Discovery Experience"
  2. New Hampshire Astronomical Society program "Skywatch", preceded by a brief talk and slide show by the visiting astronomers to explain the use of the telescope and what the group will be viewing in the sky;
  3. Hampstead Stage Company program "Stories in the Stars" about the constellations and Greek myths;
  4. Integrated Nature Arts Project Nature program "Wild about Turtles", featuring live animals;
  5. Children's Museum of New Hampshire program "Under a Starry Sky: Nocturnal Animals" about animal adaption to nighttime life and featuring a hands-on circuit project.
- v. The theme for SRP 2019 is "A Universe of Stories". This ties in with story-telling as well as with space exploration. Our program will run from June 17 to August 9. I plan to offer an expanded Story Time for different age groups, a book club for middle grade children, weekly movies with activities, outdoor events, and a variety of sign-up and drop-in programs. These will include some interactive STEM programs provided by The Space Science Institute's National Center for Interactive Learning through its STARNET resource, and additional materials from NASA's Night Sky Network and NASA Wavelength. Kids' participation in SRP will be with a goal to read as many minutes as possible. There will be recognitions of the top readers, and all children who finish the program with records of their minutes will be entered in the raffle drawing for prize baskets. There will be prize baskets for "family readers", "independent readers", and

- “teen readers”, and they will contain books, gift certificates from the local businesses that donate them, and small toys.
- vi. Seeds Library. North Hill Nursery donated 80 packets of flower and vegetable seed to the NHPL last fall. With spring soon to arrive I have created a new circulating collection of seeds. Patrons can “check out” the seeds, grow plants, save some of the seed and then, finally, return those seeds from the propagated plant to the library. The seed “check in” due date is autumn 2019.
  - vii. Teen Activity. The Winnacunnet Teens Librarian Coop continues to collaborate with the high school book club. We have obtained copies of the current book through interlibrary loan and are providing the copies at the high school. The NHPL copy is available both in print form and as an e-book through Overdrive. Our activity this month in the teen room is “Pick a Star from our Star Jar!” The star shaped pencil tops in the jar correspond to books that are color coded by genre.
2. Welcome New Trustee. Jacqui Brandt announced that our new Library Trustee member will be Kathy Kilgore. She currently serves as one of our Selectman. We are excited to have her on the Board. Thank you to Rick Stanton for his interest in the library. It is appreciated.
    - a. Update bank signatures. Kathy will need to stop by People’s United Bank and TD North Hampton to receive a key fob for account access and be able to sign library checks. **ACTION ITEM:** Jacqui will contact People’s Bank and find out how best to schedule this meeting day/time.
    - b. Trustee Tool Kit- Library Trustee Filing cabinet. Susan Leonardi stated that it would be helpful for Kathy to have *A Guide for Library Trustees NHLTA*. She will need to visit Town Clerk, Susan Buchanan to be sworn in. **ACTION ITEM:** Susan Leonardi will contact Susan Buchanan and update the positions as follows; Kathy (Secretary) Susan (Chair) and Jacqui (Treasurer). We will also let her know about accessing other NHLTA information. A NHLTA Annual conference is scheduled for May. The NHMA workshop is nice to attend, too. It may be in June.
  3. Fundraising. A huge thank you to all the voters supporting the library and sharing our vision. We are looking forward to fundraising. Ron Lamarre would like to meet with us to plan the next phase and update his contract with a timeline, deliverables and next steps. We are looking at the first week of April as potential meeting. **ACTION ITEM:** Susan Leonardi will contact Ron. Susan Leonardi also mentioned reaching out to Everylibrary, John Chrastka and work on library advocacy. Susan Grant mentioned another nice article about Peterborough that was published in the NHLTA.
  4. Revisiting Strategic Plan. Susan Leonardi asked that this be placed on the agenda as we need to finish updating it and can use it as reference for the construction project. Jacqui Brandt asked that we do this as a work session in May 2019. **ACTION ITEM:** Review the Strategic Plan before May.
  5. Joint Meeting with Friends, Foundation & Trustees Meeting Confirmation. March 20<sup>th</sup>, 21, and 22<sup>nd</sup> will work for the Friends. **ACTION ITEM:** Susan will reach out to the Foundation and try to find a date for everyone to meet. We can identify

roles and see how best to work together to raise money for the library. Susan Leonardi will see if any Rye Friends or Foundation members from Wolfeboro can speak at the meeting.

6. Public Comment. George Chauncey congratulated the library and voiced his support for the vision for the future. Cynthia reported another successful raffle and Community Oven Fundraiser for the Friends Group. They would like to see more of the plan, design and drawings.
7. Adjournment. Meeting adjourned 6:24pm.