

**Attendees:**

Chair: Susan Leonardi

Treasurer: Jacqueline Brandt

Secretary: Kathleen Kilgore

Alternate: Emily Creighton

Library Director: Susan Grant

Assistant Director: Liz Herold

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Disclaimer –These minutes are prepared by the Recording Secretary within five (5) business days as required by NH RSA 91-A:2, II. They will not be finalized until approved by majority vote of the Board of Trustee.*

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

*A recording of the meeting can be found at: http://www.townhallstreams.com/towns/north\_hampton\_nh, and a DVD recording is available at the North Hampton Town Administrative Offices, 233 Atlantic Avenue, North Hampton, New Hampshire 03862.*

Susan Leonardi, the Chair opens the meeting at 6:35 pm

The Chair confirms the Board has just come out of (2) non-public sessions. There were no motions made in the first session. The Board did make a motion and it passed unanimously.

I make a motion we seal the meeting minutes of non-public session 1

 Made by: EM

 2nd by: KK

 Vote: 3-0

I make a motion we seal the meeting minutes of non-public session 2

 Made by: EM

 2nd by: KK

 Vote: 3-0

All in attendance recite the Pledge of Allegiance.

Public Hearing

The purpose of the hearing is pursuant to the provision of RSA 202-A4-c, III, acceptance of $ 100,000.00 from the North Hampton Public Library and Cultural Center Foundation (NHPL&CC Foundation).

They are our working group focusing their fundraising efforts on providing additional funding for furnishing, landscaping, equipping AV and IT in the new library.

The Chair open the Public Hearing at 6:37 pm

This is a Public Hearing, and the public is welcome to ask question or make comments by phone at 603-758-1447 or by emailing at

Nhpltrustees@gmail.com

The Chair reads the letter the Foundation submitted with the check

JB shares her appreciation of the efforts of the Foundation

EM shares her appreciation of the efforts of the Foundation.

This allows us to enhance the new library.

Motion: I make a motion to close the Public Hearing at 6:42 pm.

 Made by Jacqui Brandt

 2nd by Susan Leonardi

 Vote 3-0

New Business

3.1 Audio Visual Experience, Inc. proposal - in our last meeting we selected to move forward with Audio Visual Experience for the AV. They visited and walked thru the new building on Tuesday to refine the wants and needs of the project. Andrea sent out a revised proposal this afternoon. A 50% deposit is required with the signed contract. The revised proposal is slightly less than the original approval. Doug Shilo of LBA speaks about the data boxes in the floor for connectivity to the meeting tables, the timeline of ordering the connection boxes for (3) rooms. Portions of the carpet should not be glued down the anticipation of the AV equipment that needs to go in. At Thursday’s project meeting

Motion: I make a motion we approve the revised contract from Audio Video Experience Inc

 for that we provide the 50% deposit in the amount of $ 31,335.00 to be funded Account # 6501657070 which is the Foundation Donation account.

 Made by Jacqui Brandt

 2nd by Susan Leonardi

 Vote: 3-0

3.2 Landscape Update – Doug Shilo leads the presentation with a review of the site plan. The BPS is having a bit of an issue with sourcing permeable pavers. As a reminder the town engineer had suggested we have permeable pavers for MS4 storm water run off. In an effort to source a paver to use, Doug proposes that design a rain garden which would be covered by native plants. There is a lot of flexibility – the rain garden could be walk on, it could be covered with grass. Under the ground would an area of crush stone for the stormwater. It will infiltrate the same amount of the water.

Emily Creighton suggests we notify the Select Board of the change in pavers.

Motion: I make a motion to give LaVallee Bresinger the authority to price out the alternative plan for pavers with Bonnett, Page and Stone, substituting the permeable pavers for concrete pavers and a rain garden.

 Made by: Jacqui Brandt

 2nd by Susan Leonardi

 Vote: 3-0

 3.2.1 The Board reviews the tree selection choices and the site plan. The Board has an action

 Item to send choices of trees to Jacqui Brandt to submit for BPS.

3.3 Furniture Review and Decision

 We placed the order last week for shelving and just missed a steel surcharge increase. This was

 good. A group is going to Somersworth to see proposed chairs.

Motion: I make a motion to accept and approve the Client Summary Option 1 for $172,402.83 from Creative Office Pavillion with the funding source for the 50% deposit to be funded Account # 6501657070 which is the Foundation Donation account.

 Made by Susan Leonardi

 2nd by Jacqui Brandt

 Vote 3-0

3.4 Marketing Plan/Strategic Plan

 The Board discusses the marketing proposal submitted by Marketing Ally.

Motion: make a motion we have the Chair to invite Marketing Ally to make a presentation to the Board and the Library Staff on a possible marketing plan for the Library.

 Made by Kathleen Kilgore

 2nd by Jacqui Brandt

 Vote: 3-0

3.5 Library Alternate Appointment

Motion: I make a motion we reappoint Emily Creighton as the Alternate Library Trustee retroactive to the Town vote in March 2020 for a term of a year.

 Made by Kathleen Kilgore

 2nd by Jacqui Brandt

 Vote: 3-0

3.6 North Hampton Community Summer Newsletter

 Please send ideas to Susan Grant for the article

Margret Schoenberger, Commissioner with The Village District of Little Boar’s Head address the Board about the possibility of the Village District keeping their files in the new library. There was a discussion to explore what this will entail. No decisions were made, other that to continue this discussion at a later date.

Administration

4.1 Approval of Meeting Minutes

 3-21-2021 Meeting Minutes

 4-12-2021 Meeting Minutes

 4-20-2021 Meeting Minutes

 Motion: I make a motion that we table the approval of meeting minutes until the next meeting.

 Made by Susan Leonardi

 2nd by Jacqui Brandt

 Vote 3-0

4.2 Librarian Reports

 The Director shares the Youth Librarian’s report, the Librarian’s report and the Financials.

Motion: I make a motion we approve Librarian’s and Treasurer’s reports as presented.

 Made by Kathleen Kilgore

 2nd by Jacqui Brandt

 Vote: 3-0

Old Business

5.1 Project Review

 Jacqui confirms the project is about 75% complete. The siding is going on we are currently 20%

 done. The finishes inside are almost done, painting is 95% complete.

 5.1.1 Entrance Drive Modification Update

 Jacqui expects we will see driveway mobilization with at week or 10 days. Jacqui will

 update the town on the construction schedule as there may be an impact to campus

 traffic.

5.2 Walkway Committee Update

 Kathleen Kilgore updates the Board that Jim Maggoire was to meet with Select Board earlier this

 week to obtain guidance from the Board on how to proceed with the proposed draft plan for

 the sidewalk in front of the Town Clerks office.

5.3 NHPL Friends Donation Asks

 Susan Leonardi suggests we consider attending the next Friends meeting with suggested

 needs / asks.

Second Public Comment Session

 Mike Castagna reminds the board of the open item of the Fence. Jacqui confirms that the

 Fence is on the agenda for tomorrows project meeting.

 Emily Creighton would like to update the Landscape Committee that we are working

 towards getting them back engaged in the project for the Fall planting.

Any Other Items that may legally come before the Board

 Kathleen Kilgore shares that Betsy Miller, a former member of the Friends passed away

 on March 31, 2021. We would like to express our condolences to the Miller family and

 how much we appreciated Betsy’s contribution to the Library over the years.

Next Meeting / Adjournment

Susan Leonardi, the Chair closes the meeting at 8:06 pm

*Minutes by Recording Secretary: Kathleen Kilgore*

**Appendix of Additional Documents to Meeting Minutes (for reference):**

 Agenda

 Youth Librarian Report

 Librarian Report