

**North Hampton Public Library - Board of Trustees**

**Work Session Minutes**

**At North Hampton Public Library**

**239 Atlantic Ave**

**Monday, 22 August 2022**

**6:00 PM**

Chair: Jacqueline Brandt Library Director: Susan Grant

Treasurer: Kathleen Kilgore Assistant Director: Liz Herold

Secretary: Susan Leonardi

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

1. Call to Order by the Chair Meeting called to order at 6:08 pm.

2. Budget Review

Library Director Susan Grant shared the preliminary library budget FY2024 for review and discussion. Salary, health insurance, and building maintenance are the most significant increases. Changing the Children's Librarian to full-time, given the demand for Children's programming in the new spaces, is necessary. We now have data and invoices to determine the maintenance needed each year for the new library building.

3. Director's Evaluation

The Board reviewed the Library Director's goals, actions, and follow-up items from the 2018 evaluation. Susan Leonardi shared another New Hampshire Director checklist assessment with the Board. Library Director Susan Grant will update the review and checklist to reflect the position.

4. Annual Opening Event Planning

The first-anniversary celebration of the new library will be Wednesday evening, October 19 & Saturday, October 22, the Kids Day celebration.. For the event, NHPL staff will create activities for patrons. Jacqueline Brandt will coordinate food options. Kathleen Kilgore will explore entertainment options. Susan Leonardi will reach out to the NHPL&CC Foundation and Friends Group.

5. Landscape Committee Update

 Kathleen Kilgore shared Landscape Committee Chair Emily Creighton's inquiry about the following items:

Item IB

Any decision on the Hedges and possible hiring plant/tree maintenance person? The Board may have a volunteer willing to help maintain the trees and plants.

Item IC

Boxwoods - Any decision reached on replacing? Because of the severe summer drought, the Board would like to wait to replant any shrubs.

Item 1D

Are north end trees along corner of Atlantic and Alden town property? Approval of cleanup? Poison ivy and excess brush cover the corner. Kilgore will contact NHDPW about removal and cleanup.

Item 1G

Any discussion/decision for Tree plantings in front of utility equipment along Alden Ave? Tree plantings will affect the efficiency of the HVAC systems. Current trees will continue to grow and cover the systems.

Item II A

Conifer tree approval for this fall? The Board is concerned that the lack of water will affect new plantings this fall. We should consider Spring as an alternate planting time for a conifer tree.

II B

Update on patio furniture and discussion of possible heaters. The library received the patio furniture. The community enjoys the splash of color in front of the library building. North Hampton Fire department may have concerns about outdoor heaters on the patio.

II C

Discussion/Decision on Landscape Maintenance Fund. There has been no discussion with the Library Trustees.

II D

Status of Sculpture Placement site plan forward to the Trustees. The Library Board approved the sculptor's suggested site location at a regular meeting.

II D

Decision on raised planters? The Board and Library staff members would like a dedicated community group to be responsible for any planters.

III F

Update on possible sail shade. A sail shade may be difficult to maintain and install because of the granite and ledge around the library building. Library staff members prefer a retractable awning.

6. Any other work session items.

NHPL Friends announced that there would be no community newsletter this fall. Susan Leonardi suggested we post the Eagle Scout project article on the library website with first-anniversary celebration information.

7. Next Meeting/Adjournment. September 14th is the next meeting. Work session adjourned at 7:40 pm.