

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

**Regular Monthly Meeting**

**At North Hampton Public Library**

**239 Atlantic Ave**

**Thursday, 15 September 2022**

**6:30 PM**

Chair: Jacqueline Brandt Library Director: Susan Grant

Treasurer: Kathleen Kilgore Assistant Director: Liz Herold

Secretary: Susan Leonardi

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1. Call to Order by the Chair
   1. Pledge of Alliance. The meeting was called to order at 6:30 pm.

**Motion**: Jacqueline Brandt states that Susan Leonardi can participate in the meeting on zoom. Seconded by Kathy Kilgore.

**Roll call vote**: Jacqueline Brandt, yes. Kathy Kilgore, yes. Susan Leonardi, yes.

1. Facilities Update

George Chauncey reported that Susan Leonardi spoke with Barrett Salta from Bonnette, Page, & Stone and Doug Shilo from Lavallee Brensinger Architects –BPS & LBA. They are working together to move a solution forward with the subcontractors regarding the existing joints and wrong caulking sealer. George has made adjustments to the doors, and tighten the hinge screws. We will be changing the filters out of the HVAC system.  
Governor Dale Farm has adopted the piano. Members of the community can access the piano in the barn.

1. Administrative Items
   1. Approval of Meeting Minutes

**Motion:** Jacqueline Brandt motions to approve the work session minutes on August 22. Seconded by Kathy Kilgore.

**Roll call vote**: Jacqueline Brandt, yes. Kathy Kilgore, yes. Susan Leonardi, yes.

* 1. Review and Approval of Library Director’s Reports

We will add a Veterans and Active Military discount to our library card policy. The Youth Librarian has chosen a lovely credenza for the teen room.

**Motion:** Jacqueline Brandt motions that the Board approves the credenza for the teen

room; payment from account #0790. Seconded by Kathy Kilgore.

**Roll call vote:** Jacqueline Brandt, yes. Kathy Kilgore, yes. Susan Leonardi, yes.

**Motion:** Jacqueline Brandt motions to pay the lawn irrigation invoice. Seconded by Kathy Kilgore

**Roll call vote:** Jacqueline Brandt, yes. Kathy Kilgore, yes. Susan Leonardi, yes.

**Motion:** Kathleen Kilgore motions to accept theLibrary Director’s reports, Youth Librarian report, and financial reports. Seconded by Jacqueline Brandt.

**Roll call vote**: Jacqueline Brandt, yes. Kathy Kilgore, yes. Susan Leonardi, yes.

1. Old Business
   1. Director’s Evaluation  
      Susan Grant revised the Director’s evaluation. The Trustees will schedule a non-public session at the beginning of our November meeting for the review.
   2. Annual Opening Event Planning Status

Jacqueline Brandt is contacting local vendors for food. Kathy Kilgore has secured a musician for the evening. Susan Leonardi contacted the Historical Society about an exhibit. The format will be similar to last year’s celebration. We will also have technology presentations and fun videos. We will advertise on our website and Friday Folders.

* 1. Landscape Committee Update

Kathy Kilgore reported that the committee would wait for the sculpture installation in the spring before selecting a Christmas Tree. Don Knowles stated that our trees looked healthy on the library property and did not recommend any work.

* 1. Mural Status. Sam Malpass is available to complete the mural before our first anniversary.
  2. Outstanding invoice review

Kathy Kilgore reported that the outstanding Lavallee Brensinger Architects invoice and Audio Visual experience invoice bill were both paid.

* 1. Budget Overview  
     Library Director Susan Grant has updated the utilities line item to reflect the electricity rate increase.

1. Any other items
2. Next Meeting/Adjournment. Meeting adjourned at 7:46pm.