



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

### **Public Meeting Agenda North Hampton Town Hall 231 Atlantic Ave Wednesday, March 8, 2023 6:30 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**

Chair Brandt called the meeting to order at 6:35 pm, followed by the Pledge of Allegiance.

#### **2. Facilities Update**

Library Building Maintenance Advisor George Chauncey reported on the Fire Department Inspection. The sprinkler and fire alarm systems require an annual inspection. Mike Castagna contacted Capitol Fire Protection Co., Inc. installers for a review and yearly maintenance proposal. The chemicals/paint in the storage room must be stored in a flammable liquids cabinet or removed from the building. Chauncey and Library Director Susan Grant are reviewing fireproof storage cabinet options for purchase. RSI Metal Fabrication LLC will begin constructing the piped handrail. The handrail will be mounted on the granite steps. We will not need to wait for warm weather for the installation. Chauncey submitted a building application to the Town. It is not required, but we want to share information about the library building. Parking is still an issue for the library and town offices. Residents have inquired about additional parking along Alden Avenue and constructing a town walkway. Kilgore noted that those projects require civil engineering and could create water runoff issues. After the public safety complex is built, the town campus parking issues may be alleviated. The Board may consider a conversation about a walkway with the Town in the future. Brandt agreed that sharing costs and planning with the Town would be more feasible.

#### **3. Administrative**

##### **3.1. Approval of Meeting Minutes**

Motion: Chair Brandt motion to approve February 22, 2023, meeting minutes as presented. Kilgore seconded. All approved.

##### **3.2. Library Reports**

Library Director Susan Grant presented the library reports. The library is exploring a potential NH Humanities program to offer on Juneteenth. Meeting room usage statistics remain high. Town Committees, Little Boar's Head, North Hampton Business

Association, tutors, and Quilters are taking advantage of the library spaces. The Director will pay magazine and periodical renewals this month. We received a check from the NH Charitable Foundation for the Dorothy and Paul Hobbs Fund for \$7,734.94 and \$600 from Mrs. Robert Field, Jr. (Tibbie). The Friends donated \$1,530 to the Youth Department for the upcoming Summer Learning Program. We thank our generous donors for supporting the North Hampton community.

Motion: Kilgore motion to approve the Librarian's reports as presented. Brandt seconded. All approved.

4. Old Business

4.1. Donor Wall Update

NHPLCC Foundation continues to verify correct name spellings for the donor wall.

4.2. Mainely Grass Renewal

Kilgore will write a check for this approved annual lawn maintenance contract. There is no additional information or cost on adding shrubs and trees.

4.3. NHPL Friends Update

Assistant Director Liz Herold stated that the Friends are working on a Spring Appreciation Luncheon. Details will be forthcoming.

5. New Business

5.1. Building Improvements

Leonardi requested that the Board explore other audiovisual companies for technology training and maintenance. Kilgore will lead and contact other local vendors for pricing and plans.

5.2. Marketing Plan/Strategic Plan

Leonardi suggested scheduling a community conversation with town leaders and organizations next month. We will consider virtual meeting options in addition to in-person meetings. Leonard will create a list of questions and topics with the Library staff.

6. Any Other Item that may legally come before the Board

The Board reserves the right to act on any item relative to the prudential administration of the library's affairs, which circumstances may require.

Kilgore requested the Board to consider opening a Home Depot account similar to the Town for library building purchases. She will gather the information necessary to apply for an account.

7. Next Meeting/Adjournment

The meeting adjourned at 7:15 pm. The next regular meeting is scheduled for Wednesday, April 12, at 6:30 pm in Town Hall.