

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

**Public Meeting Agenda**

**North Hampton Town Hall**

**231 Atlantic Ave**

**Wednesday, April 12, 2023**

**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

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

1. Election  
   2.1. Thank you to the community

Chair Brandt thanked the North Hampton community for electing her to another Board of Trustees term. She is grateful and happy to continue her work for the North Hampton Public Library.  
2.2. Rotation of offices  
Trustees discussed the rotation of officers after the March election. Kathleen Kilgore motioned to nominate Susan Leonardi as Chair of the Board of Trustees. Jacqueline Brandt seconded the motion. All approved. Jacqueline Brandt motioned to nominate Kathleen Kilgore as Secretary of the Board of Trustees. Susan Leonardi seconded the motion. All approved. Susan Leonardi motioned to nominate Jaqueline Brandt as Treasurer of the Board of Trustees. Kathleen Kilgore seconded the motion. All approved.

1. Facilities Update

Susan Leonardi reported that the library ordered the steel gauge cabinet for the storage closet, the lead lock is no longer needed, and the handrail installers will be at the library for final measurements. Production for handrails will begin soon. George Chauncey was unable to attend the meeting. We thank George for his continued assistance and help in maintaining the library building.

1. Administrative
   1. Approval of Meeting Minutes

Brandt motioned to accept the meeting minutes from March 8th and March 11th as written. Kilgore noted that March 11th minutes included a non-public session. Kilgore seconded the motion. All approved.

* 1. Library Reports

Library Director Susan Grant reported the art hanging system was successfully installed on March 9 and 14th. The Trustees reviewed the Exhibits policy revisions to accommodate our new building and art hanging system. Counsel will review the policy before the next regular Board meeting. Director Grant has been unable to find a replacement AED battery pack for the defibrillator. The fire department is aware of the battery shortage. Kathy Kilgore will contact other sources for a replacement battery. The library is waiting for BPS to install new soap dispensers for the restrooms. Susan Leonardi will contact BPS for an update.

For National Library Week, the library will increase its social media marketing for our passes to inform patrons of the lesser known passes available such as The Aviation Museum of NH, Portsmouth Historical Society, Bedrock

Gardens, American Independence Museum, See Science Center, McAuliffe-Shepard Discovery Center, and the more popular passes as well. A Cook Book Club has been created by Srijana Crane, which will meet monthly. They met in

February will meet monthly starting April 13th at 6 pm, then May 11th, and June 8th.

The Youth Department hosted 32 programs with 441 people attending. Looking at our usage statistics, there were patrons in the Youth areas of the library, including the Creation Station, 75% of the time that the library was open in March. It was a busy month for the library.

1. Old Business
   1. Donor Wall Update

Foundation members continue to review donor names and actively design the donor wall.

* 1. Audio Visual Training and Maintenance vender options. Kathy Kilgore will continue researching these options.
  2. Reminders: NHPL Friends Appreciation Luncheon will be on May 4th, 11:30am-1:30pm. We thank the Friends for their dedication and support. NHLTA conference May 9th: Censorship & Advocacy. Susan Leonardi has signed up to attend with Assistant Director Liz Herold. The Board will need to post quorum notices for these events.

1. New Business
   1. Exhibits Policy. Board of Trustees will do a final review of the policy in May.
   2. Community Conversation Planning

Susan Leonardi shared the ALA Community Conversation Workbook. She asked that Board members review the information and organizations active in our community.

1. 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.

1. Next Meeting/Adjournment

Chair Brandt adjourned the meeting at 7:35pm.