

North Hampton Public Library - Board of Trustees

Public Meeting Agenda North Hampton Public Library 239 Atlantic Ave, North Hampton, NH 03862 Wednesday, September 11, 2024 6:30 PM

Chair: Susan Leonardi (remote) Library Director: Liz Herold
Treasurer: Kathleen Kilgore (did not attend)
Secretary: Jacqueline Brandt

1. Call to Order by the Chair

Chair, Susan Leonardi was off location and phoned in during the meeting. Jacquie Brandt called the meeting to order at 6:31 pm. Pledge of Allegiance followed.

2. Facilities report

There were no new items to report

3. Administrative

3.1 Approval of August Meeting Minutes. S. Leonardi made a motion to accept August Meeting Minutes, seconded by Brandt. All approved, motion passes.

3.2 Library reports (See report below)

Operations

- NHPL had 2420 visitors in the month of August
- Also had 24 new patrons sign up for library cards in August
- Meeting rooms used in August: 76 drop-ins, 20 reservations and 20 library related programs.
- The Museum passes were used 32 times
- Public Computers were used 118 times in August
- Most circulated book in August was *The Women* by Kristen Hannah

Financial

- TD Bank Operating account ending balance \$ 53,281.46
- TD Bank Non-appropriated account ending balance \$ 53,865.11
- M&T Bank account 8667 ending balance \$ 14,163.56
- M&T Bank account 0790 ending balance \$59,109.94

Staff

- Staff have completed their yearly assessments, and I will be meeting them over the next few weeks

Programs

- 85 people showed up for the Birds of Prey program hosted by the library at Dearborn Park
- Big Trees of New England, Thursday September 12 6pm
- A Walk Back in Time, Cellar Holes Humanities program-Saturday, Sept 14
- Real Life Solutions Home Organizing program Thursday, Sept 19th at 6pm
- Welcome Reception for Katy on Saturday, September 21 11am
- Author Talk: Jon Rineman Tuesday, September 24 at 4pm

Ongoing Programs

- Golden Fitness program first and third Thursday at 1pm
- Wellness Book Club- 1st Monday of each month at 2pm
- Hooked on Books- will begin meeting fourth Thursday
- The Genealogy Club meets the second Wednesday evening of each month
- Classics Book Club Monday, August 19
- Mystery Book Club meets the second Thursday of the month
- Wednesday crafternoon, last Wednesday of the month drop in craft 25 September at 5 pm

3.3 Youth report (No youth report at this time) See regularly schedule Tuesday and Thursday, Friday is baby time. 3 different book clubs throughout the fall. Monday creators club for 8 and up. Check website for details.

Overall budget in 9% for spending for the year. Motion made by S. Leonardi to accept the Library Director's reports as presented. Seconded by J. Brandt. Motion passes.

4. Old Business

4.1 Strategic Planning update

4.1.1 **Focus Group** RSVPs still need to hear back from a couple of people. Still looking for more people. Would like a selectboard member to participate. Reach back out and finalize these commitments. Two sessions are encouraged by facilitator.

4.1.2 Community Forum Scheduled for Saturday, October 5.

4.2 **Social Media Policy** Setting up guardrails. Need to formulate what is expected of our library staff. Must look at how library staff utilizes social media. Policies are to be reviewed and anything that violates library policy should be removed. Specifically things that are not related to work, hate, obscenity, etc. are not permitted see policy.

4.3 Damaged Items Policy

S. Leonardi made a motion to accepted the damaged items policy as written and reviewed. J. Brandt seconded the motion. All approved motion passed. It was determined that there is no need for legal to review.

4.4 Children's Policy (Waiting on update for this policy from youth librarian.) Tabled to wait for public safety and legal.

5. New Business

5.1 Set Work Session dates. To be determined.

6. Brief update. Focused on Little Boar's Head. Send out default budget in October. Chair will send us questions for time to prepare. Offered tours of the library. Chair receptive to working with us. Liz worked with Ryan on budget preparation. Monday, October 21 first budget meeting. Final review of budget 27 of September at the latest.

6.1 Budget Committee meetings/updates

Possible Dates: 18 and 25 September at 5 pm check in with Kathy Kilgore for this. One hour only. Review budget. Health insurance costs will be considered but new cost data won't be in until October.

7. Friends update

Meeting yesterday. Liz was not in attendance. Tori gave update. Working on a signature event. They are taking the commitment to planning. Should be in a year. 1. Contra Dance Strawberry Festival. Always supporting children's Birds of prey fee sponsored. They will cover author talk of Chasing Beauty and covering the Taro program in October. Talk about doing a financial commitment on an annual basis. Haunted New England Program with Christopher Dailey also sponsored.

Work on the community newsletter article. Some topics include farewell to Andrea and a Welcome to our new youth librarian Katie. Special feature the youth programs created by both. Strategic Planning could also be a topic. As the October of 2021 opening can again be celebrated.

8. Public comment

There was no public comment

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

None mentioned

10. Next meeting/adjournment.

Meeting adjourned at 7:37pm.