Trustees of North Hampton Public Library

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Library Trustees’ Minutes 10/12/16 \* first time meeting is televised

I Call to Order: The meeting was called to order by Susan Leonardi at 6:06 Susan L. read the mission statement of the library since we now have the opportunity to reach the at home audience as the BOT meetings are now televised.

Present: Susan Leonardi, Chair; Kelly Parrott, Treasurer; Judy Day, Secretary; Susan Grant, Library Director; in audience: Jesse Migneault (Hampton Union reporter); Nancy Monaghan, resident; Cynthia Swank, resident.

II The minutes of September 6th were accepted as amended.

III. New Business

1. *Request from reporter to BOT.(questions follow)*

*What are you hearing from patrons?*

*Do you have a preference for location?*

*Upgrades?*

*Has the speculation over the past years caused any change in the library’s role?*

*Your hopes for the future?*

 The Board members discussed these questions that had been given to the BOT by the reporter, Jesse Migneualt. He remained seated in the audience. Kelly indicated that she felt they had been good stewards for the library. She said that she has heard from patrons that they still wish the library to be on the Homestead. She still believes the library should be on the Homestead. She hopes the board will begin to look for another one or two architects to add to the list of possible architects, including the architect from Lavallee Brensinger. This architect worked on the Complex that was proposed last year, including the library. She feels that we might wish to consider other architects, including Mr. Castagna who presented to the library in August. Mr. Castagna is affiliated with those looking for route one property for the town’s safety complex.

Judy read from her answers to the reporter’s questions. She said she believes it is important to continue with the library’s extreme make-over. We should continue to fund raise and find land that could be used by the library NOW and not wait for the Select Board to resolve the issue of placement of the safety complex. It could take years for this to happen. She said that in many ways the town is fortunate not to have built a library years ago for there are so many changes occurring with libraries related to technology and priorities for libraries. Building at this time might allow us the best opportunity to do what is best for the town’s future library needs. She said she believes that the library should continue to be cleaned and painted and to consider the use of space in order to allow people to recognize the importance of the current library and therefore, be motivated to give money and time and backing for a wonderful new library. In her opinion, having the current library in disrepair will not be enthusiasm to a new project.

At this point Kelly made a motion. It read: Shall the Library Trustees agree to contract to develop and create a stand-alone design and associate*d marketing* materials for a new, stand-alone library *to be placed on the area of land known as* the *Homestead Property*. The cost of such architectural plans not to exceed $10,000 dollars and to be used from the non-appropriated funds account. A second was made by Susan L.

There was a discussion in which Judy asked Kelly who she wanted to require the new library to be on the homestead property since that property had not been given to the library yet. She said it could be three years or more before that happened so we would be able to do little since knowledge of the placement seems to be required to raise money (or at least be one factor). Kelly said the Select Board had already determined that the complex would be on route one. Judy stated that was definitely not the case and the board had indicated that NOV. 1st was the deadline for all the information to be in so the board could work on the ballot articles. There was no indication so far that all necessary information would be in by then. If it is not, then the safety complex cannot be placed on the ballot. The motion was amended by Kelly and Susan L with the italicized words removed (as seem above). The vote was (3-0).

Warrant Article proposed by Kelly and seconded by Susan L.

Shall the town vote to raise and appropriate by taxation the sum of one hundred and fifty thousand dollars ($150,000) to be placed in the Library Capital Reserve Fund established in March 2006, for the planning and construction of a library addition or new building? The vote was unanimous (3-0\_)

Further the Library Trustees, in conjunction with the North Hampton Public Library Capital Campaign Committee, will launch a matching challenge campaign equal to, or to exceed, the amount appropriated by taxation.

The motion was unanimously accepted (3-0).

1. NHPL Building Program & Castagna documents

Kelly reviewed all the documents that Mr. Castagna had sent her. They indicated that most of his experience was not with libraries. Judy also indicated that he has indicated when he came before the BOT that he would also come back to a meeting (or send) information related to ideas he had for expanding the current library or adding it to another building to be built on the homestead property. She said the BOT has not received this information yet. We need further information from him to know whether he is interested in pursuing interactions with the library and vice versa.

 Kelly motioned that we reply to Mr. Castagna to ask him to complete the RFP sent to him as that is a necessary part of the information we need from him. Second by Susan L. The vote was unanimous. (3-0)

 (Kelly said that this has been required in the past by others interested in being an architect in the updated planning for the new North Hampton library)

IV Treasurer’s Report

 Kelly indicated, and Susan G. agreed that there was nothing unusual about the report when compared to other months.

V Librarian’s Report

 Susan reported on the many components of the Extreme Makeover that are happening. More painting will be done in Susan’s office and the NH Room. There was a discussion of the way that Hoopla was being used. Susan L. and Susan G. discussed the many positives of having this in the library. Susan G. also discussed the new programming that is being introduced. It will be more interactive. One new group will be comparing recipes and bringing in samples of the recipes. There is a new calendar of activities that will draw even more attention to what is happening in our library. Susan indicated that because of the Fire Department safety regulations groups must leave the library by the time it is closed. Therefore some groups may being turned away. Judy asked if they could be directed to the town and possibly use the Town Hall. Kelly said that there were many activities, such as the tutoring that she had done in the past that could occur in the library but not in the Town Hall. Judy asked if there was a policy for the Town Hall. This was not known and she said she would check into it with Paul Apple. Susan also discussed the fact that she had worked on CIP and aspects of the library such as changing the bathroom to ADA and fixing the ceiling lights because of safety issues in case of a fire. Ricci Construction and Parsons electric had reviewed these issues and given estimates. Details of these are in the current CIP report which is on line.

VI Youth Services Department Report.

Connie continues to work very hard to bring new programming to children of all ages. She also had a focus group of parents to discuss children’s needs and programming to continue to keep children interested in going to the library. Connie has also initiated a family reading hour on Saturdays. Kelly praised Connie for all of her creative and diligent work in these areas. All agreed that she is very talented and should be commended.

VII Old Business

1. NHPL Name Change Kelly is continuing to work on the method to do this.
2. Library Policy Manual Review Each member of BOT take a chapter at a time. For next time: Judy-- chapter one Susan L -- chapter two,

Kelly—chapter three

1. Library Makeover update (see Librarian’s Report)

 Susan Grant would like to have the library rugs cleaned. The regular cleaning person will do the work. The BOT reviewed the information and voted unanimously to have them rugs done. (3-0) Kelly made the motion, Judy seconded. Judy suggested that the rug in the Craig room needed to be replaced. Kelly was concerned about spending money on a new rug. Susan G said it was quite an old rug. Judy suggested maybe someone could donate money for this as it looks very bad. Susan G said that the library does have some money that could be used. It was decided that this could be reassessed after the rug is cleaned.

d) Judy asked whether there had been any further interactions with RPF (the company that had checked on the air quality in the library, relative to mold) as we had considered having a conference call. Kelly read the email interaction between Kelly and Mr. Francoer. The BOT, as well as Susan G. decided that it would be worth following up with him one more time to ask if he could put the report into more “lay man “ type terms. Kelly will pursue this further.

VIII Determine Date/time for next meeting (a date the week of the seventh will be determined---however, it should not be on the eighth because of the election).

IX Adjournment Meeting adjourned by Susan L. at 8:08

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