

**North Hampton Public Library  
Board of Trustees  
Work Session  
26 September 2018, 6:30 pm  
North Hampton Town Hall**

Chair: Jacqueline Brandt  
Secretary: Susan Leonardi  
Treasurer: Judy Day  
Library Director: Susan Grant  
Alternate: Margaret Delano

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*The intent of these minutes is to provide a summary of the essential meeting content and not a transcription*

1. Call to order.
  - a. Meeting was called 6:40pm. Judy Day, Jacqui Brandt, Susan Leonardi; Trustees and Library Director Susan Grant present.
2. Policy revisions.
  - a. Susan Grant asked that we review and update two library policies.
    - i. Motion made by Susan Leonardi to accept revised Patron Conduct and Pet Policy. Seconded by Judy Day. All agreed.
3. People's Bank account.
  - a. Judy Day reported that a line of credit letter issued to NHPL was received from People's Bank. It is located in the Trustee file cabinet.
4. Library Budget.
  - a. Susan Grant will meet with the Select Board to discuss the library budget.
5. Friends Group & Foundation social/business meeting.
  - a. Date proposed for January. Motion made by Judy to update North Hampton Library Timeline and get paperwork in order to share with both groups. Jacqui seconded. All agreed.
6. Library Expansion & Proposals.
  - a. Next steps for the expansion/renovation include scheduling a work session with BPS & Ron Lamarre in October.
  - b. Motion made by Judy Day to set up a meeting with BPS to review the budget. Seconded by Susan Leonardi. All agreed. Judy Day will contact Ron Lamarre for dates and times.
7. Other work session items.
  - a. Judy Day suggested we look over the Wolfboro Foundation website: <http://www.wolfeborolibraryfoundation.org/>. Law donating gambling non-profit money
  - b. Susan Leonardi will email out the NHPL Foundation MOU and her revised version to the Board members for review.

8. Library Director's Evaluation
  - a. Date was set for Susan's evaluation. Trustees discussed goals and implementation of the evaluation moving forward
9. Adjournment.
  - a. Meeting was adjourned at 8:35pm.