

## **Jaffrey Public Library Board of Trustees Meeting Minutes**

**Date** May 10, 2021

**Time** 4:00 pm

**Chair** John Stone

**Present** Emily Carr, Grace Flesher, John Stone, Jaime Hutchinson, Deb Weissman, Julie Perrin (Library Director), Bill Graff (Jaffrey Conservation Commission)

**Absent** Owen Houghton (Alternate), Jim Draper (Alternate)

### ***Meetings are open to the public except as allowed under RSA 91-A:3.***

*If requested, the meeting may become a non-public session per RSA 91-A: 3, II (a) personnel; (b) hiring of any person as an employee; (c) matters which, if discussed publicly, would affect adversely the reputation of any person; (d) consideration of acquisition, sale, or lease of property; (e) consideration or negotiation of pending claims or litigation.*

### **Call to Order**

4:04 pm JS

Read by Julie Perrin:

As a representative of the Jaffrey Public Library Board of Trustees, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

*a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:*

We are utilizing Zoom for this electronic meeting. All members of the Board have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone number 1-646-558-8656, entering meeting ID 832 4214 2715 and password 905775, or by clicking on the following website address:

<https://us02web.zoom.us/j/83242142715> and entering password 905775.

*b) Providing public notice of the necessary information for accessing the meeting:*

We previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using Zoom or telephonically. Instructions have also been provided on the website of the Jaffrey Public Library at [www.jaffreypubliclibrary.org](http://www.jaffreypubliclibrary.org)

*c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:*

If anybody has a problem, please email [jperrin@jaffreypubliclibrary.org](mailto:jperrin@jaffreypubliclibrary.org)

*d) Adjourning the meeting if the public is unable to access the meeting:*

In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

Let's start the meeting by taking a roll call attendance. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

### **Roll Call**

Emily Carr	No other person in the room
Grace Flesher	No other person in the room
John Stone	No other person in the room
Jaime Hutchinson	No other person in the room
Deb Weissman	No other person in the room

This meeting was called in order to discuss the Jaffrey Conservation Commission's plan to plant lilac bushes beside the Nora Bryant Memorial Bench that is on the library lawn facing the Woman's Club on Main Street.

Bill Graff shared that he thought everything was approved one year ago. The bench was put in place in the fall and he was ready to plant lilac's next to the bench. After talking with Julie Perrin, Bill was made aware that the Trustees need to approve the lilacs before they can be planted.

The Trustees shared the following concerns:

- There is no reference to a plan for the lilac bushes in past Trustee meeting minutes.
- There is a concern about the channels of communication. The Conservation Commission originally went to the Select Board to get approval for the bench. The Library Trustees have authority over the library grounds and just want to make sure that communication is clear in the future so that we don't have confusion again.
- There is no plan in place for the maintenance and upkeep of the lilacs (for the present or in the future.)
- The bushes could grow to a size that blocks the view of the bench from the library. This leads to a concern about inappropriate behavior as well as disposal of garbage under the bushes.
- The Trustees are responsible for the landscaping bill. The current budget does not include the upkeep of the lilac bushes.

Bill Graff shared that he thought the Conservation Commission could take responsibility for the upkeep and maintenance of the lilac bushes at the present time but he couldn't guarantee that it would still happen in the future (when members change).

It was suggested by the board that we need to have something in writing that states that the

Conservation Commission will care for the bushes in perpetuity. It was also suggested that dwarf lilac bushes be planted because of their smaller size.

**Motion by GF/DW that the Library Board of Trustees gratefully accepts the gift of dwarf lilac bushes to be planted next to the Nora Bryant Memorial Bench on the library lawn with the understanding that there will be a joint Memorandum of Understanding drafted by the Jaffrey Conservation Commission and the Library Board of Trustees regarding the care and maintenance of these gifts.**

Roll Call

John Stone	Aye
Jaime Hutchinson	Aye
Emily Carr	Aye
Grace Flesher	Aye
Deb Weissman	Aye

**Motion carries 5:0**

**Meeting concluded 4:42 pm**

**Motion to adjourn by EC/GF**

Roll Call

John Stone	Aye
Jaime Hutchinson	Aye
Emily Carr	Aye
Grace Flesher	Aye
Deb Weissman	Aye

**Motion carries 5:0**

**These minutes recorded by Jaime Hutchinson.**