

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

Date August 18, 2021

Time 10:00 am

Chair John Stone

Present Deb Weissman, Emily Carr, John Stone, Jaime Hutchinson, Jim Draper
(Alternate), Julie Perrin (Library Director)

Absent Grace Flesher, Owen Houghton (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

10:00 am JS

John appoints Jim Draper to be a voting member of the board in the absence of Grace Flesher.

Approval of Minutes

7/17/21 Public Meeting

Motion to approve as presented DW/EC

Roll Call

Emily Carr Aye

John Stone Aye

Jaime Hutchinson Aye

Jim Draper Aye

Deb Weissman Aye

Motion carries 5:0

6/16/21 Non-Public Meeting

Motion to approve as presented JD/DW

Roll Call

Emily Carr Abstain

John Stone Aye

Jaime Hutchinson Abstain

Jim Draper Aye

Deb Weissman Aye

Motion carries 3:0:2

Corresponding Secretary's Report

As submitted

Treasurer's Report

As submitted

Motion to approve as presented JD/JH

Roll Call

Emily Carr Aye

John Stone Aye

Jaime Hutchinson Aye

Jim Draper Aye

Deb Weissman Aye

Motion carries 5:0

Director's Report

As submitted

Julie hired, Marcy Menard, as an afternoon library assistant. She will begin on August 30.

Julie has been spending a large amount of time with grant writing applications and reports. There is a lot of money available but it can be very time consuming and overwhelming to gather the data that is requested. The Board acknowledged that Julie has many responsibilities at the library and she should not feel obligated to apply for more than she can reasonably handle.

Motion to enter Non-Public Session EC/JD

Specific Statutory Reason cited as foundation for the non-public session:

√ RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

Roll Call

Jaime Hutchinson Aye

John Stone Aye

Emily Carr Aye

Jim Draper Aye

Deb Weissman Aye

Motion carries 5:0

Entered Non-Public Session at 10:29 am

Motion to leave non-public session and return to public session. JD/EC

Roll Call

Jaime Hutchinson Aye

John Stone Aye

Emily Carr Aye

Jim Draper Aye

Deb Weissman Aye

Motion carries 5:0

Public Session reconvened at 10:42 am

Motion to seal the minutes of the Non-Public Session because it is determined that divulgence of this information likely would:

√ **Affect adversely the reputation of any person other than a member of this board**

Render a proposed action ineffective

Pertains to preparation or carrying out of actions regarding terrorism

Motion DW/JD

Roll Call

Jaime Hutchinson Aye

John Stone Aye

Emily Carr Aye

Jim Draper Aye

Deb Weissman Aye

Motion carries 5:0

Book Bike Policy

Motion to accept book bike policy as presented. DW/EC

Roll Call

Jaime Hutchinson Aye

John Stone Aye

Emily Carr Aye

Jim Draper Aye

Deb Weissman Aye

Motion carries 5:0

History Floor/MOU

Julie is researching hands-on interactive history activities that would be appropriate for the history floor space as well as a touch screen program that would allow visitors to access local history information. The display cases that are presently on the 3rd floor are unsafe and are a liability issue. They need to be removed.

Julie has created a draft MOU between the Jaffrey Public Library (JPL) and the Jaffrey Historical

Society (JHS) in the hopes of continuing our positive relationship and creating a more interactive history space.

Motion to accept the draft MOU as presented. DW/JH

Roll Call

Jaime Hutchinson	Aye
John Stone	Aye
Emily Carr	Aye
Jim Draper	Aye
Deb Weissman	Aye

Motion carries 5:0

Motion to send the MOU to JHS along with an invitation to meet and discuss the future or the relationship between JPL and JHS. DW/JD

Roll Call

Jaime Hutchinson	Aye
John Stone	Aye
Emily Carr	Aye
Jim Draper	Aye
Deb Weissman	Aye

Motion carries 5:0

Trustee Staff Recognition Update

Emily gathered plaque information from Peterborough Marble and Granite. It appears to be only outside plaques that are available.

Board members agreed to help Emily find places that can create a wooden indoor plaque. Information gathered will be forwarded to Emily.

New Business

The Library is not allowed to mandate the vaccine for its employees. Julie would like to find a way to encourage staff to get vaccinated and/or receive boosters. There was consensus from the Board that they are not interested in offering an incentive program for getting the vaccine.

Landscaping Update – Jim reviewed the landscaping contract that we currently have with Katsura Landscaping. There are currently two contracts (one for the learning garden and one for the lawn). The current contracts end in November 2021.

The lawn work has been subcontracted out to another landscaper.

Julie will send Jim the landscaping needs of the JPL. Jim will write up a draft a request for proposal and bring to the next meeting.

Jim Draper left the meeting at 11:51 am.

Meeting concluded at 12:05 pm.

Motion to adjourn by EC/DW

Roll Call

John Stone Aye

Jaime Hutchinson Aye

Emily Carr Aye

Deb Weissman Aye

Motion carries 4:0

These minutes recorded by Jaime Hutchinson.