

Jaffrey Public Library Board of Trustees Meeting Minutes

Date December 21, 2022

Time 10:00 am

Chair John Stone

Present John Stone, Jaime Hutchinson, Deb Weissman, Julie Perrin (Library Director),
Andrea Connolly (Assistant Director), Jim Draper (Alternate)

Absent Emily Carr, Grace Flesher

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

Julie and Andrea presented a Certificate of Appreciation to each member of the BOT.

Andrea left the meeting at 10:06 am.

Approval of Minutes

Public Meeting Minutes – November 16, 2022

Motion to approve as presented. DW/JS

Roll Call

John Stone Aye

Jaime Hutchinson Aye

Deb Weissman Aye

Motion passes 3:0

Nonpublic Meeting Minutes – November 30, 2022

Motion to approve as presented. GF/EC

Roll Call

John Stone Aye

Jaime Hutchinson Aye

Deb Weissman Aye

Motion passes 3:0

Corresponding Secretary's Report

As submitted

Treasurer's Report

Motion to approve as presented. JH/JS

Roll Call

John Stone Aye

Jaime Hutchinson Aye

Deb Weissman Aye

Motion passes 3:0

Director's Report

As submitted

Old Business

a. Budget 2023 Update

- i. The Town COLA will be 3%. This results in a JPL budget with a 4.5% increase overall for a total of \$355,359.

Motion to approve the budget with a 3% COLA as presented at a previous BOT meeting.

DW/JH

Roll Call

John Stone Aye

Jaime Hutchinson Aye

Deb Weissman Aye

Motion passes 3:0

- ii. 2022 Building Projects: Because of amazing donations and a tight management of the budget, we have close to enough in 2022 funds to pay for the necessary building maintenance projects discussed in a previous meeting. We are not allowed to encumber funds to pay for salary or vacation buyouts. Julie took the Belletete's quotes to the Town Office for approval. We are all allowed to encumber remaining funds to put toward these projects which are expected to be completed in January 2023.

Motion to encumber funds from the Town Budget to pay for the approved building maintenance projects as presented at the last BOT meeting. DW/JS

Roll Call

John Stone Aye

Jaime Hutchinson Aye

Deb Weissman Aye

Motion passes 3:0

- iii. Reminders - Budget Calendar:

January 7, 2023- All departments review with Budget Committee (library at 10:35 am)

February 11, 2023 – Budget Public Hearing 9:00am

- b. Programming Librarian Position: There have been 6 applicants so far. Two of the applicants submitted before the December 15 date for first consideration. Julie offered them both interviews. One of the applicants has since withdrawn their application. Of the 4 other applicants, only 1 followed the directions on how to apply. Julie will offer that applicant an interview. A tech help session is part of the first interview with Julie.
- c. New Trust Funds Update: The Jaffrey Public Library Future Fund has been set up with Bar Harbor Trust and money has been transferred to this fund.
Electronic Payment Info: Julie sent a questionnaire to the NH Library List Serv asking questions about how other libraries utilize electronic payments and what service they use. There were not many responses but it gave us a bit of information. Deb suggested reaching out to other non-profits in the area.
- d. Preservations Grants update – see previous information under Director’s Report
- e. History Floor Update
 - i. Fine Art Appraisal – The appraiser came on December 7. We are still waiting for the report.
 - ii. Social Library Cabinet – The cabinet went to a good home. Julie is looking into grants for hush panels and mobile furniture for the Trustee Room.
- f. Gift Acceptance Policy: postponed until next meeting
- g. Community Health Policy: Julie is currently working on this.

New Business

None

Meeting concluded at 11:00 am.

Motion to adjourn. DW/JH

Roll Call

John Stone Aye

Jaime Hutchinson Aye

Deb Weissman Aye

Motion passes 3:0

These minutes were recorded by Jaime Hutchinson.