

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

**Date** September 18, 2023

**Time** 5:00 pm

**Chair** John Stone

**Present** John Stone, Emily Carr, Deb Weissman, Jaime Hutchinson, Grace Flesher, Julie Perrin (Library Director)

**Absent** Jim Draper (alternate)

**Others Present:** Dublin Public Library Board of Trustee Members: Chris Sprague (chair), Kathy Nichols, Donna Garner, Linda Abram, Maureen Hulslander, Julie Rizzo, Bess Haire, Lawrence Graves

***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**

5:00 pm JS

Chris Sprague began with an opening statement explaining that this meeting was a chance for the Boards of Trustees to rethink how to offer services to patrons. There is a need to understand the rules of engagement, strategies, and all options.

Julie Perrin thanked both Boards of Trustees for attending the meeting. She continued by explaining the value of consortium services. There are other library consortiums in the state of NH but they tend to involve bigger libraries and have a large cost associated with them. The biggest cost is related to the need to have a common ILS (integrated library system). However, Biblionix Appollo (the ILS of both DPL and JPL) caters to small libraries and has features that can be turned on to allow sharing of collections. Patrons from each library would be able to use their own library card at both libraries. This allows sharing of facilities, services, and collections without an additional expense as seen in the larger library consortiums.

The NH State Library System would support the Interlibrary Loan system without an additional cost.

It is recommended by the state technology librarian that the downloadable books not be shared. This service would stay within each town library because each town already pays for these services.

A library consortium is patron focused. It increases patrons' access to materials, programs, and staff without a lot of disruption for patrons. However, there is a need to train staff in the new system.

Lawrence Graves enters the meeting at 5:14 pm.

There is a fee associated with the start up of the consortium services. The fee would be a start up cost for staff training, promotional materials, extra ILL, and management work. The reciprocal sharing of collections has no cost.

Because this is something that no one has done yet, it is important to have a point person with resources and expertise. Julie Perrin would lead the training of staff and the start up of the consortium services. The start up fee would be paid by the Dublin Public Library to the Jaffrey Public Library.

Questions were asked about the contract between the Town of Sharon and the Jaffrey Public Library. The contract with Sharon is different from a consortium. The Town of Sharon does not have a library. They contract with the Jaffrey Public Library and their residents received Jaffrey Public Library Cards. Contracts between towns and the Board of Trustees are allowable by law.

The state librarian, Michael York, stressed the importance of a contract for consortium services.

The timeline to start the process of consortium services would be decided between the Boards of Trustees. Dublin Public Library does not need to have a library director in place to start the process.

A long discussion was had on clarifying what is considered part of the consortium services and what is not. The consortium is patron focused. If the DPL needs consultation on services that are not part of the consortium they can contract Julie on her personal time, or contract with another professional librarian.

Maureen Hulslander leaves the meeting at 6:07 pm.

The following motion represents an offer by the JPL BOT to the DPL BOT. It requires a motion by the DPL BOT and a signed contract between both BOT's.

**Motion: GF/DW**

**I move that the Jaffrey Public Library establish a library consortium with the**

**Dublin Public Library, based on the goals and services outlined in tonight's discussion. The consortium will be agreed in a Contract for Library Services between the Jaffrey Public Library Board of Trustees and the Dublin Public Library Board of Trustees upon the following terms: the Jaffrey Library Director will oversee the project; Dublin will contribute \$5,000.00 toward development costs; the initial term will be 12 months; the agreement may be extended upon terms to be negotiated at the time of renewal. Both parties believe that innovation is necessary in order to ensure the future sustainability of small, rural public libraries and accept the inherent uncertainty regarding outcomes, renewal terms, and future direction of the consortium.**

**Roll Call**

<b>John Stone</b>	<b>Aye</b>
<b>Deb Weissman</b>	<b>Aye</b>
<b>Emily Carr</b>	<b>Aye</b>
<b>Grace Flesher</b>	<b>Aye</b>
<b>Jaime Hutchinson</b>	<b>Aye</b>

**Motion Passes 5:0**

A Dublin BOT member questioned how long this offer would be available and asked if the JPL BOT could withdraw this offer. Julie responded that the JPL BOT does have the ability to withdraw this offer. A response was not given for how long this offer would be available.

The Dublin Board of Trustee Members discussed the offer citing concerns of cost and concerns of moving forward without a library director. The DPL BOT were not prepared to take a vote at this meeting. The DPL BOT will find a time to discuss this further and respond to the JPL BOT.

**Meeting concluded at 6:45 pm.**

**Motion to adjourn. JS/EC**

**Roll Call**

<b>John Stone</b>	<b>Aye</b>
<b>Jaime Hutchinson</b>	<b>Aye</b>
<b>Deb Weissman</b>	<b>Aye</b>
<b>Grace Flesher</b>	<b>Aye</b>
<b>Emily Carr</b>	<b>Aye</b>

**Motion passes 5:0**

**These minutes were recorded by Jaime Hutchinson.**