

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

Date November 17, 2021

Time 10:00am

Chair John Stone

Present Grace Flesher, John Stone, Deb Weissman, Emily Carr (joined the meeting at 10:05am), Jim Draper (Alternate), Julie Perrin (Library Director)

Absent Jaime Hutchinson

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

10:00am JS

Approval of Minutes

10//2021 Regular Meeting

Motion by GF / DW to approve the Minutes as distributed.

Passed 3:0

Corresponding Secretary's Report

Nothing to report.

Treasurer's Report

As distributed.

Motion to approve the Treasurer's Report as presented GF / DW

Passed 3:0

Emily Carr joins the meeting at 10:05am

Directors Report

As distributed.

Jim complimented Julie and the entire staff on how they handled the impact of the lightning strike, particularly how they managed to continue service in such a difficult situation. Julie reported that the damage exceeded \$40,000 but fortunately was covered by insurance.

The library will be hosting another vaccination clinic. Julie just received final confirmation yesterday. The clinic will be held on the ground floor, from 2:30pm – 5:30pm, on Thursday, December 9. Pediatric vaccinations will be offered in addition to vaccinations for adults.

On the same day, Monadnock Doll Hospital will be held upstairs. Kids will be able to vaccinate their dolls against a number of diseases.

John thanks Julie for arranging the clinic and the concurrent children's program.

Budget

The Trustees approved a draft 2022 budget at the October meeting. Since that time, Julie has been told by the Town Manager that the departments should anticipate a 3.0% COLA. As the Trustees had budgeted based on a 2.5% COLA, we will need to amend our budget.

Jim asks if we should look at adjusting any other line items, such as heating.

Deb and Grace note there was extensive discussion at our last meeting and recommend only adjusting for the new COLA number.

Julie presents a new draft budget based on the higher COLA amount.

Motion by DW / GF to approve the amended draft 2022 Jaffrey Public Library budget which reflects an anticipated COLA of 3.0%.

Passed 4:0

History Floor Update

Julie requested an update from the Jaffrey Historical Society (JHS) following their board meeting, but has not received any information.

DPW moved the unsafe glass cases to the attic.

Julie shared her excitement and ideas for creating interactive displays highlighting the history of Jaffrey.

New Business

Partnership with AARP

There is a longstanding and fruitful partnership between JPL and AARP. The library has been asked to accept and sign an MOU so we may participate in AARP's new Property Tax Aide Program. Julie screen shares information on this exciting new program, which will allow seniors to identify and apply for financial assistance for their property taxes. Seniors are often unaware that assistance may be available, or how to access that assistance. AARP will be responsible for

training of the volunteers who will deliver the program. The library would become a “partner location” for the Property Tax Aide program and be listed as such on AARP’s website.

Motion by EC / DW authorizing Julie to sign the MOU to establish the Property Tax Aide partnership between the Jaffrey Public Library and AARP.

Passed 4:0

Clearing space in the attic

Julie reports that there are many unused items stored in the attic and some are becoming damaged due to water leaks. Grace proposes that we allow Julie to remove 3 unused windows, and allow her to purchase them for a nominal amount. Jim speaks against this course of action, suggesting that, as we are a public body, research should be conducted to ascertain the origin and cost of the windows and any sale price should be based on fair market value.

Motion by GF / EC to make available to Julie Perrin 3 unused windows, currently stored in the attic, at a price of \$1 per window.

Passed 4:0

Future meetings and dates

Julie reminds the Trustees that the library will meet with the Town’s Budget Committee on January 12, 2022 and asks that we attend the meeting if possible.

Grace suggests that we forego the regular monthly meeting of the Trustees in December. Should the town request any changes to the draft budget, John can call a meeting.

It is the consensus of the board that we will not hold a regularly scheduled Trustee meeting in December 2021.

Meeting concluded 11:00am

Motion to adjourn DW / EC

Passed 4:0

These minutes recorded by Grace Flesher.