

**Jaffrey Public Library Board of Trustees  
Meeting Minutes – Budget Work Session**

**Date**           October 26, 2022  
**Time**           3:00 pm  
**Chair**          John Stone

**Present**       John Stone, Jaime Hutchinson, Grace Flesher, Deb Weissman, Emily Carr, Julie Perrin (Library Director), 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**  
3:00 pm       JS

**Approval of Minutes**

10/19/2022 Nonpublic Meeting

**Motion to approve as presented.   EC/JH**

Roll Call

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

**Motion passes 3:0:2**

**Budget Presentation**

Costs to consider that are not covered under the town budget. These things are currently paid for with trust funds.

-Smitty's Landscaping: \$3275 (an increase of \$100 from last year)

-Fassett Farm Nursery (learning garden maintenance): \$1850 (an increase of \$650 from last year)

Julie also shared her wish list of building improvements. The Board of Trustees would have to discuss these items and decide whether or not to expend trust fund money to pay for them.

These discussions will happen at a future meeting. These items include replacing 30-year-old carpet in the offices, removing 30-year-old carpet from the stairs and replacing with rubber stair treads, and removing carpet from the wall in 5 areas and adding texture paint.

The town selectmen came out with the budget guidance October 24. However, the town manager does not have any information about the COLA increase at this time. Therefore, Julie created 3 budget scenarios.

1. Budget A-3 considers a 3% COLA increase.
2. Budget A-5 considers a 5% COLA increase.
3. Budget B-3 considers a 3% COLA increase and different staffing considerations.

The Board of Trustees asked questions and received Julie's recommendations.

We can't vote on the budget until we know what the COLA will be. Julie will be meeting with town manager, Jon Frederick next week.

➤ Grace Flesher leaves the meeting at 4:00 pm.

### **Old Business**

1. Social Library Cabinet – Jim looked into getting the glass replaced on the cabinet. He removed the doors and took out the glass. The glass is curved which creates some complications. Belletetes can't cut curved glass. Carbonne's in Keene will charge \$1200 to cut the glass.

Even if we were able to find glass from a similar old cabinet to replace the doors/glass it would be the same type of glass. This glass is easily breakable and a safety hazard. It was decided that Julie will box up the social library and put it in storage. John will look for a buyer for the cabinet.

**Motion for John Stone, Library Chair, to list the cabinet for sale once the doors have been put back on. DW/EC**

Roll Call

Emily Carr                      Aye

John Stone                      Aye

Jaime Hutchinson              Aye

Deb Weissman                  Aye

**Motion Passes 4:0**

2. December 14 Staff Training Update – The Jaffrey Police Department will be conducting active shooter training. Other departments will be joining this training at the library. The fire department will also be conducting fire extinguisher training. This will result in a longer day of training than originally planned. Julie would also like to do some library staff training with her staff after the town training. (Julie was originally going to open the library at 1:00 but that won't allow enough time for staff training.)

**Motion for Julie Perrin to close the library on Wednesday, December 14 for staff training. DW/EC**

Roll Call

Emily Carr                      Aye

John Stone                      Aye

Jaime Hutchinson              Aye

Deb Weissman                  Aye

**Motion Passes 4:0**

**Meeting concluded at 4:26 pm.**

**Motion to adjourn. EC/DW**

Roll Call

Emily Carr                      Aye

John Stone                      Aye

Jaime Hutchinson              Aye

Deb Weissman                  Aye

**Motion Passes 4:0**

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