

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

Date April, 19 2023
Time 10:03 AM
Chair John Stone

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

Absent Grace Flesher, 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

10:03 am JS

John Stone appointed Jim Draper, (alternate) as a voting member for this meeting.

Election of Officers

John Stone nominated as Chair – DW

2nd by EC

Motion passed 4-0.

JS accepted nomination.

Deb Weissman nominated as Treasurer – EC

2nd by JD

Motion passed 4-0

Deb accepted nomination.

Jaime Hutchinson nominated as Secretary – JS

2nd by DW

Motion passed 4-0

Jaime expected to accept formally at next Board meeting in May.

Jim Draper nominated as Alternate – DW

2nd by EC

Motion passed 4-0

Jim accepted nomination.

Board Reports

Secretary's Report – Public Meeting Minutes of March 24, 2023

Motion to accept minutes as presented – DW

2nd by EC

Motion passed 4-0

Corresponding Secretary's Report: Accepted as presented.

Treasurer's Report

Recent changes in financial formatting shared with Board.

Further discussion required from the Trustee Financial Committee

Motion to accept and expend the following donation:

Olivo Family gift – DW

2nd by EC

Motion passes 4:0.

Funds will be used for Summer Learning Programs

Director's Report -As submitted.

Director's recent illness has pointed out the library's staffing vulnerabilities with administrative duties. Director is working on identifying and training staff to ease some of the current administrative burdens.

Part-time Programming Assistant has been hired and will begin training the first week of May.

March circulation was the highest in Library history.

Budget review clearly shows that the Jaffrey Town budget is inadequate for funding the normal annual maintenance required for this facility. In an attempt to try and provide for these costs, the Board of Trustees have again taken on the funding, (outside of the town budget), of a new roof, annual landscaping contract and to fully fund the required cleaning services contract. All parties will need to address the actual costs of operating this facility in our next budget cycle.

Old Business

- a) Staffing Update – presented herein.
- b) Roof Update – roofers have completed the new roof project.
- c) Trustee Finance Committee – report tabled until May meeting.
- d) Nonpublic minutes review and spreadsheet – report tabled until May meeting.

New Business

a) Owen Houghton Request for Amos Fortune funds

Owen presented a proposal for a plaque to be placed on a rock from the Amos Fortune homestead. The rock will be moved to Jaffrey Center where it will be unveiled at the last Amos Fortune Forum event on August 18, 2023. Owen has been working with the Jaffrey Historical Society and the Black Heritage Trail on

the plaque wording and funding for this project. Through the administration from the Town of the Jaffrey Trust Funds, the Jaffrey Library has ownership of these restricted funds. A formal request for these funds is required to be submitted to the Jaffrey Library Board of Trustees for review and acceptance prior to any disbursement. Owen will provide a formal proposal to the Board for consideration.

b) Town of Sharon contract:

Board reviewed and approved the annual library contract with the Town of Sharon, NH

Motion to adjourn. DW

2nd by EC

Motion passes 4:0.

Meeting concluded at 11:06 am.

These minutes were recorded by Jim Draper.