

Jaffrey Public Library Board of Trustees Meeting Minutes

Date May 17, 2023

Time 10:00 am

Chair John Stone

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

Absent John Stone, 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.

In the absence of John Stone, Deb Weissman was appointed Chair.

Call to Order

10:02 am DW

Approval of Minutes

Public Meeting Minutes – April 19, 2023

Motion to approve as presented. GF/EC

Roll Call

Jaime Hutchinson Abstain

Deb Weissman Aye

Grace Flesher Abstain

Emily Carr Aye

Motion passes 2:0

***Abstentions due to absence at April 19 meeting.**

Corresponding Secretary's Report

As submitted

Treasurer's Report

Motion to approve as presented. GF/EC

Motion passes 4:0

A link to the JPL Financial reports (Google Drive) was sent to all BOT members. This can now be accessed at any time. Deb will continue to email the Bar Harbor Reports each month to the

BOT members.

Fund Transfers

Motion to transfer 2022 income on restricted trust funds to the appropriate restricted categories in Account x7366 so that the funds can be spent. GF/EC

Motion passes 4:0

The following amounts will be transferred:

Jean Bradford Page	\$549.52 for Childrens Services
Bean Reading Room	249.13 for Bean Reading Room (Books)
Harrison Tweed Blaine	63.80 for Bio & Am Hist Collection
Marian Houghton	99.21 Unrestricted
Cutter	2105.80 Childrens Services

Accept and Expend Donations/Grant Funds

Motion to accept and expend the following donations and grant funds. GF/EC

Motion passes 4:0

- i. CLG reimbursement (Historic preservation) \$1,000
- ii. NH Humanities (Adult programming) \$250
- iii. Sterling donation (Collection) \$100
- iv. Town of Sharon \$3750
- v. Cash donation \$10 (unrestricted)
- vi. TEAM Jaffrey - \$100 (SLP 2023)

Director's Report

As submitted

Sasha Duverlie has been hired as a part-time Programming Assistant. This is a temporary position as per the job description.

Old Business

Owen Houghton Request for Amos Fortune Funds

Owen Houghton attended the last BOT meeting on April 19 to propose the idea of using money from the Amos Fortune Fund to pay for an Amos Fortune Black Heritage Trail Marker. The unveiling is anticipated to occur on August 18, 2023 as part of the Jaffrey 250th Celebrations. As requested by the BOT at the April 19 meeting, Owen has since submitted an invoice from Peterborough Marble and Granite in the amount of \$2284 to pay for the stone, plaque, and engraving.

Motion to request \$2284 from the Trustee of the Trust Funds to be taken from the Amos Fortune Fund to be used for the Amos Fortune Black Heritage Trail Marker. GF/EC
Motion passes 4:0.

Staffing Update See previous comments under Director's Report

Roofing Update The roofing project has been completed.

Trustee Finance Subcommittee Already shared information in Treasurer's Report and Fund Transfer discussion.

Nonpublic Minutes Review and Spreadsheet In process

New Business

Lawn Repair

The area on the library lawn where the culvert was dug up needs to be reseeded. The DPW tried to reseed it but because it is a high traffic area from kids playing on the library lawn the seed did not take.

Julie received an estimate from Smitty's Landscaping for \$1760. This includes multiple loads of material, seed, and straw. It would need to be done before the Farmer's Market begins on June 2. The BOT discussed the condition of the lawn and our current financial situation. The BOT does not have the money to pay for this project. It was decided to wait until the Farmer's Market is over in the fall and then ask the DPW to reseed it.

Motion to enter nonpublic session. GF/EC

Specific Statutory Reason cited as foundation for the nonpublic session:

X RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

_____ RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

_____ RSA 91-A:3, II(c) *Matters which, if discussed in public, would likely affect adversely the reputation of any person, **other than a member of this board**, unless such person requests an open meeting. This exemption shall extend to include any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant.*

_____ RSA 91-A:3, II(d) *Consideration of the acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.*

____ RSA 91-A:3, II(e) *Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed **by or against** this board or any subdivision thereof, or by or against any member thereof because of his or her membership therein, until the claim or litigation has been fully adjudicated or otherwise settled*

____ RSA 91-A:3, II(i) *Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.*

____ RSA 91-A:3, II(l) *Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.*

Roll Call vote to enter nonpublic session

Jaime Hutchinson	Aye
Deb Weissman	Aye
Grace Flesher	Aye
Emily Carr	Aye

Motion Passes 4:0

Entered nonpublic session at 11:22 am.

Public session reconvened at 11:49 am.

Motion to seal the minutes because it is determined that divulgence of this information likely would...

- ☒ Affect adversely the reputation of any person other than a member of this board;
- ☐ Render a proposed action ineffective; or
- ☐ Pertains to preparation or carrying out of actions regarding terrorism.

Motion passes 4:0

Meeting concluded at 11:49 am.

Motion to adjourn. GF/EC

Motion passes 4:0

These minutes were recorded by Jaime Hutchinson.