

**COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING**

**Minutes - July 11, 2022 – 5:30 PM at the library**

- A. Call to order – The meeting was called to order at 5:28 pm by Anne Chant.
- B. Introductions and Attendance - Present are: Anne Chant, Evan Henderson, Lew Prilliman, Kris Rines, Betsy Loughran, Paul Priestman, Karl Behr-Selectmen’s Representative, Mary Cronin-Librarian. Allie Thompson is absent.
- C. Approval of Minutes
1. June 13, 2022 regular meeting minutes – Paul made a motion to approve, Evan seconded. APPROVED
- D. Treasurer’s Report:
1. June 2022 Financial Report – Kris made a motion to accept, Betsy seconded.  
ACCEPTED
  2. Unanticipated funds received

Donation from D. LaBonte for Susan Chiaradonna Mem. Fund	1,000.00
Donation: C. Cooper in memory of Ruth Timchak	50.00
Conscience jar donations:	35.00
Sale of duplicate book to Lyme Library	20.00
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Total unanticipated	\$1,105.00

Betsy made a motion to accept the unanticipated funds, Lew seconded.  
ACCEPTED
- E. Correspondence: Thank you note from Peggy Johnson.
- F. Old Business:
1. Capital Improvement Program 2023-2028 – Mary has spoken with Kathi Padgett. A hearing will be held in September. No changes have been requested.
- G. Library Director’s Report:
1. COVID-19 Pandemic: Still providing masks, but not requiring.
  2. Programs: Summer Reading Program is underway with good participation so far. This year there is a Bingo card game with prize raffle.
  3. Staff: Chris Clyne maintains staff schedule and makes sure shifts for staff vacations are covered. Solenne Wilkinson has been hired as Library Page/Shelver for the

summer. Corey Trask will switch from working as STEM program assistant (grant funded position now ended) to Summer Music Program Helper/Library Page.

4. July 4th 5K race and parade: We raised \$2,440 with the 5K race. We've heard many nice comments about the library float; thanks to Paul, Sarah, and all the Priestmans. Victor and Karen Vitek rode the "Tamworth Mobile Library" in the parade, and felt it was a great way to build awareness of this service based on the comments they received.
5. Bookmobile Committee: Met on July 6, minutes are available to review. Meeting in August, need a vision for the bookmobile.

H. New Business:

1. Bookkeeper change: Sheena Abbott has resigned as bookkeeper. Nancy Cavalieri is interested in the position.

I. Committee Reports:

1. NH Library Trustees Association – Anne – the education committee is meeting tomorrow. The full board did not meet this month. May 9<sup>th</sup> is next year's conference date. If you have suggestions for speakers or a theme, please forward them to Anne.
2. Nominating – nothing to report
3. Friends of CML: Next meeting is July 12, 2022. – no report at this time.
4. Building & Grounds: Energy Audit grant application – Mary needs to get an estimate from an auditor before the grant can be submitted.
5. Policy: Met on July 11, 2022 before the Trustees' meeting.
  - a. Continue review of IV.C.8. Animals – a new revision was distributed. Evan made a motion to accept the policy, Kris seconded. APPROVED
  - b. Review V. D. Stewardship Policy and V. E. Disasters and Inclement Weather Policy – small changes were made, but they will be discussed in August.
6. Personnel: nothing at this time.
7. Technology: considering changing the email server along with the web.
8. Strategic plan, 2023-24 update: Review draft community survey; decide timeframe. Mary is considering asking a 10<sup>th</sup> question regarding reading. An incentive for responding could be a \$50 gift certificate to any Tamworth business. It could also be paired with the Quilt Raffle, the drawing will be held on October 1. Tickets are \$3 each or 4 for \$10. Survey will run through the end of September, to be discussed at the October meeting.
9. Strategic plan 2022 priority, traditional library services: Recorded a presentation by Adam Way, intern who added items to our local history online archive. It is on the website.

10. Strategic plan 2022 priority, hybrid programming: Making plans for a combination Zoom/in-person program in the fall
11. Strategic plan 2022 priority, enhance outdoor spaces: Volunteers water and care for the flowers. The canopy tents are up and now have power outlets. The side walkway project has yet to be started.
12. Strategic priority, support mental health: At the author's suggestion, planning a program on mental health and addiction as part of the One Book One Valley program this fall. The book is Night of the Living Rez.
13. Strategic priority, foster deeper community connections and understanding: Library participation in July 4<sup>th</sup> Family Day parade and organizing the 5K race

J. Public Comment - none

K. Adjournment – Evan made a motion to adjourn at 6:02 pm, Betsy seconded. The meeting was adjourned.

Respectfully submitted,  
Melissa Donaldson  
Recording Secretary

Next Trustees' Meeting: Monday, August 8, 2022, 5:30 PM