

Barrington Public Library
Board of Trustees
September 19th, 2017
Adopted Minutes

Present: Sam Boduch, Lydia Cupp (ALT), Lindsey Maziarz, Victoria Sellers (ALT), Peter Royce, Traci Bisson, Susan Frankel (ALT), Leigh Elliott, Robert Drew, Ron St. Jean, Amy Inglis Library Director

Also present: Library Foundation members Kim Nicols, Marie Harris and Trudi Googins

The meeting was called to order at 6:01pm

Sam welcomed the Foundation board members, including Traci Bisson, Trustee and also Foundation chairperson, to discuss and illustrate plans formulated to date for the new library, immediate fundraising efforts and goals.

Marie Harris began the presentation and took us through the history of the library in Barrington and the reasons why a new building has been needed for quite some time. A larger and more state of the art building is needed to house materials and offer more programs, and also to serve the needs of our growing town and foster a stronger sense of community.

Amy spoke next and stated some of the major reasons why the new building is needed. Space is maxed out. New items can only be added if an existing item is removed from the collection and space for programming is limited to the children's room. If a program is scheduled to take place in the room, children that are occupying the space are asked to leave, as the room cannot be shared. This room has an occupancy limit of 30 people. Aside from these obstacles, employees of the library are working in tight areas and there is limited space to work and sit comfortably.

Kim Nicols presented and reviewed the architectural plan. Proposed new spaces such as a dedicated children's room with adjacent family restroom, a cafe and programming space which can be accessed after hours.

Traci Bisson reviewed the feasibility study which was conducted this past Spring and revealed the estimated cost of the new library to be approximately \$4,850,000. The Foundation's goals are to raise \$500,000 in donations as the private share of the project costs, and to generate approval of a bond as the public portion of the partnership with the Town.

Marie Harris wrapped up the presentation and asked the Trustees to support the project by committing to a monetary donation. Pledge cards were distributed to the Trustees. The Foundation is also making this presentation to the Board of Selectmen at the library on Tuesday September 26th, 2017 at 6pm, which the Trustees were encouraged to attend.

The Trustee meeting continued at 7:34pm.

The draft minutes from the special meeting held on August 1st, 2017 to discuss the town volunteer barbeque were approved with corrections (m/s Robert/ Ron) and passed on a voice vote.

The draft minutes from the August 15th, 2017 meeting were approved with corrections in a motion (m/s Robert/Peter) and passed on a voice vote.

Donations (itemized below) were accepted (m/s Ron/Traci) and passed on a voice vote.

8/21/17	\$90.55	\$29.00 paint day/\$61.55 wishing well SRP donation
8/28/17	\$32.00	\$10 birthday book club/\$22.00 change jar
9/11/17	\$315.70	NHHC Grant \$250.00/Barrington Historical Society \$50 for program/ \$15.70 change jar

Public comment: no public comment

Friends of the Library update: Lydia shared that bakers are still needed for the “Just Desserts” fundraiser on November 4th, 2017 at 4-6pm at the library. Interested parties should email Cindy Cafasso to register if interested. The annual Barrington Middle School craft fair is scheduled for Saturday November 10th, 2017. The Friends will have a table outside of the school entrance during the event, 9am-3pm. The outreach committee will also plan to assist during this event.

Foundation update: The foundation is set to meet with to the Board of Selectmen on Tuesday September 26th, 2017 at the library to share their presentation illustrating the need for a new library, architectural plans and fundraising goals. The Trustees plan to also be in attendance at this meeting.

Outreach committee: Lindsey reports the birthday event at Calef’s Country store went well on September 9th. The event did not draw many Barrington residents, but those that did stop by the library’s table were positive and most gave a monetary donation to support the library. Books were given away which also sparked additional donations.

The next event slated for the outreach committee is set for September 23rd, 2017 also at Calef’s Country Store, on the porch. The event will run from 10am-5pm and still needed is a person to cover the table from 11am-12pm that day. Susan Frankel offered to cover the shift.

Also planned for outreach in September is the Community Expo to be held on September 30th, 2017 from 9am-2pm at the Barrington Middle School. A table has been reserved by the

Chamber of Commerce at no charge. Lindsey will be reading to children at 1pm and will distribute 'make and take' crafts for the kids.

The Treasurer's Report was accepted in a motion (m/s Traci/Robert) and passed on a voice vote.

Director's Report: Amy inquires which Trustees are able to attend the SILC Trustees Night event scheduled for Wednesday October 25th, 2017 at the Epsom Public Library. At this event, Susan Gaudiello, President of the NHLTA (New Hampshire Library Trustees Association) will be conducting an open forum for Trustees and Directors to discuss topics such as hiring a new director, the need for an MLS, and the changes that libraries have experienced with increased services and requirements over the last decade. Trustees that plan on attending are, Leigh Elliott, Ron St. Jean, Lindsey Maziarz and possibly Traci Bisson.

Approval is needed to alter library hours on Saturday November 19th, and Saturday December 16th from 10-3pm to 11-4pm in order to accommodate the food pantry basket pickups for the holidays. The board agrees to these changes.

Approval is also needed for adding two charging stations for library patrons to charge devices while in the library. There are only two locations where these stations can be installed where they will not cause a tripping hazard, the computer room and the table by the study carrels.

A low cost device has been selected for purchase, which by keeping the cost minimal will offer some protection in case there are any issues with theft. Once the devices have been purchased it will be determined how best to secure the items to the tables.

Also, there will be a disclaimer on the charging stations stating that patrons should never leave devices unattended while charging, and that any loss due to theft is the responsibility of the patron. The library will also not be held liable for any loss or damage due to their use of the charging station.

Final draft of 2018 budget is reviewed. Notably the draft has been updated to include the COLA (cost of living adjustment) and step increases, which still need to be finalized. The cost for the genealogy databases went up and added to the final budget.

Due to length of meeting and more items to cover on the agenda, the meeting is postponed at 9:12pm in a motion (m/s Sam/Lindsey) and passed on a voice vote. This meeting will resume on Tuesday September 26th following the Foundation's presentation to the Board of Selectmen.

Tuesday September 26th, 2017

Present: Sam Boduch, Lindsey Maziarz, Leigh Elliott, Traci Bisson, Robert Drew, Peter Royce, Ron St. Jean, Lydia Cupp (ALT), Susan Frankel (ALT)

Absent: Victoria Sellers (ALT)

The meeting is called to order at 7:58pm

Review of the presentation the Foundation made to the Board of Selectmen, attended by George Bailey, Andrew Knapp, Daniel Ayer (6-7pm) and Dawn Hatch. Unable to attend were Selectman Casey O'Brien and Town Administrator John Scruton.

A motion to enter into non public session in accordance with RSA 91-A-:3, II(c) at 8:10pm is made by Lindsey, seconded by Traci and passed on a voice vote.

A motion to leave non public session and return to public session is made by Sam, seconded by Lindsey and passed on a vote vote at 9:07pm.

Amy Inglis joins the meeting and submits her intent to resign her position as Library Director. Amy has devoted over 20 years to the library and will be very missed. Her passion for the library has been exceptional and we are extremely thankful for her service and dedication.

A search committee is formed and includes Robert Drew, Leigh Elliott and is spearheaded by Lindsey Maziarz. Ron and Sam agree to be standbys for alternates on the committee.

It is suggested that Wendy Rowe, Children's Librarian and Susan Gaudiello, former Library Trustee and President of the NHLTA would be ideal candidates. Robert to contact both Wendy and Susan to inquire if they will be able to join this committee.

Further discussion for the committee to include what factors are essential in a new director and the formulation of a job description and posting of position. Once a pool of contenders has formed, the committee will be responsible for sorting resumes, narrowing the list of candidates and beginning the interview process.

A motion to adjourn at 9:35pm is made by Peter, is seconded by Robert and passed on a voice vote.

The next meeting will be held on October 17th, 2017.

Minutes recorded by Leigh Elliott

