

APPROVED

July 24, 2023  
East Kingston Public Library  
Meeting of the Board of Trustees

Attendance: Robert Minicucci, Sandra Courchesne, Louise Barsalou, Debbie O'Neill. Sherry Castle, Assistant Director.

Absent: Sarah Courchesne, Zoe Sucu.

Robert called the meeting to order at 5:03 p.m.

**Review of June 26, 2023 Minutes:** A motion was made to approve the minutes of the meeting on June 26, 2023. (Robert/Lou-2nd). All approved.

**Treasurer's Report:** Not available.

**Director's Report:** Sherry presented the Director's report as Zoe's Zoom feed was not available. Sherry reported the following circulation figures for June:

- Circulation was 1,658;
- Foot traffic was 1,565;
- 12 new patrons received library cards;
- 35 programs were attended by 829 people.

Sherry noted that the July Summer Market was cancelled due to weather and will be rescheduled to September—date to be determined. The next Summer Market is planned for August 27, 2023. There is still confusion about the parking situation during the Markets. The Chief had not assigned an officer for July as the need was being reevaluated. Zoe does not think an officer is necessary. Robert will check with the Chief about the need for an officer for the August and September Markets.

Sherry mentioned that Alex, the new Page, has started work and is learning the elements of the job. She is very enthusiastic about the opportunity.

Summer Reading is going well. There are 112 children registered. The programs are attended by 25 to 40 children, which is less than last year. There are still a number of children who are signed up but do not attend. Sixty take-and-make kits are being prepared for each craft. The family program at Tricklin' Falls will be held on August 3rd from 6:30 p.m. to 8:30 p.m. A field party for the end of the Summer Reading Program will be held on Saturday, August 12, 2023, at 11:00 a.m.

Sherry noted that the price for Kanopy is going up. Since there is some confusion about the costs of several programs, Sarah will be consulted in order to clarify the charges.

**Town Update:** Further discussion needs to be had with Selectmen about the use of the parking lot for pickleball. The need for a flat surface was mentioned. Sarah will be consulted as to the last time the parking lot was resurfaced and restriped.

**Friends:** Sherry reported that the Friends at their meeting on July 13th voted to increase the amount given to the library for programming for the coming year. They are seeking some new board members. Aine will be stepping down from the presidency. The next quarterly Friends

meeting will be on October 12th at 5:00 in the library. They are planning another open house in the library on December 2nd from 2-4 p.m.

**Old Business:** There are still concerns about the FMLA section of the Employee Handbook. We can, however, download a FMLA poster to be displayed for employees of the library. Approval of the Handbook was tabled until August so that Primex can be consulted about the necessity for an extensive FMLA section.

**New Business:** Board members will check current policies to see which need to be updated especially the policies on Public Use, Circulation, Collection Development, Child Safety and Volunteers. The date of the Diversity policy needs to be checked. Discussion of Board members' findings will be held at the August meeting.

Robert noted that Deb Hoadley will be attending the August meeting in person or by Zoom to start a discussion about strategic planning.

Robert adjourned the meeting at 6:11 p.m.

The next meeting is on August 28, 2023, at 5:00 p.m.

Respectfully submitted,  
Sandra G. Courchesne, Secretary