

**East Kingston Public Library
Board of Trustees Meeting
Minutes of May 21, 2018**

Attendees: Laura Branting, Nancy Parker, Conrad Moses, Sandra Courchesne

Absent: Sarah Courchesne

Alternate: Deborah Hobson

Director: Tracy Waldron

Visitors: Jennifer Tode, Lianne Cozart, Mary Ryan, Laurel Urwick

Meeting Opened by Secretary Conrad Moses at 7:04 pm.

REGULAR REPORTS

Approval of Minutes from Last Meeting:

VOTE: Motion to accept minutes of EKPL April 2018 Meeting - Branting/Sandy Courchesne 2nd.
Motion passed unanimously (Voted 5-0-0)

Treasurer Report (Sarah Courchesne) - No report as treasurer absent

Payroll -
Building Maintenance -
Education -
Media -
Electricity -
Supplies and Services -

VOTE: Motion to accept treasurer report - N/A

Donations - Conscience Jar Donations - Motion to accept by N/A (0-0-0)

LIBRARY REPORTS:

Director Report: Tracy Waldron

- Building -
 - Windows need to be cleaned. Tracy getting quotes from *Sparkling Concepts* and *Run In* - tbd
 - Tracy getting quotes to fix cracks in pergola
- Staffing - Tracy will be on vacation from 7/10-8/1. Extra person to cover summer
Emergencies may be needed. Tracy would like approval for temporary worker for
July & August in the event there is an emergency. **** Action Item
- Summer Reading is planned out: potential options are
Read to a dog at SPCA
Check Out A Human

Meditate/Reiki

- Zoe's Magic Tree House - Food for Thought program had extremely good turn out

VOTE: Motion to approve an additional temporary worker for July & August Parker/Hobson - (5-0-0)

Friends of the Library: Lianne Cozart

6/9 - Ladies Self Defense

Creating Smart Spaces for Active Learners

Lianne wanted to know when EKPL needs a check for Solar.

UPDATE: Laurel Urwick - everything has been approved by the EK Fire Department so EKPL and Friends can proceed.

Volunteer Changes will be coming to the Pound School Used Book Store

NHLTA: Conrad Moses

NHLTA Conference was in May 24, 2018

Conrad urges all to submit feedback on their workshop selections.

Things going on in Town: (No Report)

Laurel delivered the news that the Fire Dept approved of EKPL Solar Project

Policy Committee Update:

Volunteer Contract/Agreement/Code of Conduct- accept as amended Parker/Hobson (5-0-0)

Policy for Library Volunteers - accept as amended Parker/Hobson (5-0-0)

Next policy meeting will review Employee Handbook - meeting tbd

New Business:

Review promotional material for 3D Printer and How To Print

VOTE: Motion to accept material Parker/Hobson (5-0-0)

Public Questions & Comments: (None)

Old Business:

Solar Panels: _

No new information at this time.

New Business:

Action Items:

- Tracy hire a temp for July & August 2018
- Conrad make up a 2018 calendar with policy review
- Getting Rid of OLD Books

Upcoming Events and Programs:

Next EKPL Board of Trustee Meeting - Monday, June 25, 2018 at 7pm
Policy Committee Meeting - TBD

Meeting Adjourn: 8:23pm

VOTE: Motion made by Nancy Parker /2nd- Sandy Courchesne (unanimous)

Chairperson - Conrad Moses

Submitted by Deborah Hobson
Secretary

Unapproved 5/21/18