

APPROVED

February 28, 2022
East Kingston Public Library
Meeting of the Trustees

In attendance: Robert Minicucci, Sarah Courchesne, Sandra Courchesne, Laura Branting, Tracy Waldron, Director; Zoe Sucu, Assistant Librarian. Sherry Castle, Treasurer of the Friends. Louise Barsalou, candidate for the Board, and Don Heselton, potential Alternate Trustee. Diane Sheckells, former Assistant Librarian, and Heather Lindsay, Library Assistant, were in attendance for the presentations at the beginning of the meeting.

Robert called the meeting to order at 5:02 p.m.

Tracy began the meeting by acknowledging the retirement of Diane Sheckells, former Assistant Librarian, and thanking her for her 22 years of service to the Library. Her development of many creative programs was noted along with the donations of her handmade quilts to raise money for the Friends. She was presented with gifts for her garden in appreciation of her service.

Tracy also presented Laura Branting with several plants in appreciation of her contributions to the Board of Trustees during her four years on the Board.

Review of January 24th Minutes: A motion was made to approve the minutes of January 24, 2022. (Sarah/Laura-2nd) All approved.

Treasurer's Report: Sarah presented the treasurer's report for the month of January. Each line item should represent 8% of the budget.

Building Maintenance:	0%
Electricity	5%
Water	20%
Media	6%
Payroll	7%
Services and Supplies	6%
Propane	0%
Programs	18%
Education	0%

The percent of total expenses was 6%. Motion was made to accept the treasurer's report (Sandy/Robert-2nd). All approved. Motion was made to accept \$75 in conscience donations (Sandy/Robert-2nd). All approved.

Director's Report:

Tracy reported that she would be meeting with the owner and project manager from Kearney HVAC, Inc., on March 22nd to discuss the replacement of the two heating systems, which is scheduled to begin on April 11th. The work will take 4 days, but since one day is outside work, the library will be closed for only three days although curbside pickup will still be available. The removal of the ceiling will be scheduled once a definitive date is set for the installation.

Tracy also reported that we have reached the required 500 pounds of plastic to qualify for the bench. The library will continue to collect the plastic but advise patrons that they should consider taking their plastic directly to Market Basket.

There are several programs scheduled for March. The HealthCare Workers for Climate are sponsoring a Zoom presentation by Dr. Robert Dewey entitled Climate Change and the Impact on Human Health on March 15th. A DIY program will take place on March 22nd where participants will create Green Cleaning Supplies. There is also a mystery bag art challenge for the children. Registration is required for all programs.

The latest edition of the East Kingston Edition is out and it contains comments from all town candidates who replied to the questionnaire. This format was chosen rather than an in person candidate's night. This edition of the newsletter celebrates the first year of the return on the newsletter.

Zoe is busy planned the Summer Reading Program. Mention was made of a blowup whale which will appear at the East Kingston Elementary School. More details to follow.

Tracy thanked the Friends for the funding of the museum passes as well as their help with a myriad of projects.

Tracy mentioned that she and Zoe had cleared the sidewalks during the latest storms as although the town does plow the parking lot, the drivers are not allowed get out of their vehicles to shovel. Tracy used the snow blower and Zoe and her sister shoveled. Tracy indicated that she wished Zoe to be paid for that shoveling. Sarah will check with the town as to how to get her a check. If that is delayed, she will be paid out of the budget until payment is received from the town.

Town Report: Town election will be held on March 8th. Louise Barsalou is running for the open position on the Board of Trustees of the library. All board members signed the necessary document requesting that Don Heselton be appointed Alternate Trustee.

Friends: Sherry Castle reported that the amount of \$40,000 from the fundraising efforts of the Friends and the bequest of Carl Johnnen will be transferred to the Foundation account to be used for the purchase of the solar panels on the library. The library will be able to make this purchase in two years. Various ways of presenting this wonderful news to the community were explored. Sarah will provide a basic explanation that can be used for that purpose.

Sherry mentioned the spring garden cleanup date of April 22nd and the book, bake and plant sale date of May 21st.

Sherry noted that a bucket truck is need to allow the new weathervane to be mounted on the library. If none is available, one would need to be rented along with someone to operate it.

Old Business: Sarah reported on the progress of the DEIJ project plans. Representatives of the SAU and PEA are now involved with planning the program along with UNH and the East Kingston and Brentwood libraries. Hopefully other libraries will choose to participate. Discussions have been held as to the themes and dates for the presentations as well as who will host each part of the program. There will be both virtual and in person programs.

Sarah noted a three-hour workshop on How to Facilitate Difficult Conversations that is available March 28th.

New Business: A discussion was held regarding the current mask requirement in the library. A motion was made to change the mask requirement to optional but encouraged based on CDC recommendations. This decision will be reviewed if statistics change in the future. (Robert/Sarah-2nd). All approved. The knitters' group will also be able to return to the library in person.

A motion was made to adjourn at 6:13 p.m. (Robert/Sarah-2nd) All approved.

Respectfully submitted,
Sandra G. Courchesne, Secretary