

NOTICE OF PUBLIC MEETING
CONWAY PUBLIC LIBRARY
BOARD OF TRUSTEES
15 GREENWOOD AVENUE
Library Meeting Room
September 13th, 2023
4:30 PM
Meeting Minutes

BOT Attendees: James Cousin, Kathy Bennett, Andrea Libby, Julie Laracy, Jeanne Wright, Jason Cicero, Corey Genest

Staff in attendance: Tess, Jeff, Kate

1. Call to Order. 4:29pm called to order

2. Public Comment. No public comment. Closed as of 4:31pm . Reopened at 5:45pm at the request of a member of the public who arrived later in the meeting.

Joe Vitka made comments. He spoke about some negative interactions with a staff member. Tessa suggested relevant staff training.

3. Consideration of Meeting Minutes. July 12th and August 4th, 2023. Andrea made motion to accept meeting minutes. Julie seconded. All in favor AYE - 6:0

4. Acceptance of Unanticipated Revenue. July 12th, 2023 – September 12th, 2023 - James motioned to approved; Jeanne seconded; all in favor AYE - 6:0

5. Reports

a. Treasurer - Jason Cicero presented the treasurer's report. Motion to accept: Julie; Andrea seconded. All in favor 6-0 AYE

b. Director - David presented the Director's report. Jeff Beavers reported on Odyssey of the Mind and that he is joining their board as their NH representative. Will represent the program at the NHLC to share why it's an important program for libraries to offer to schools. Jason made motion to accept the report; Andrea seconded. All in favor 6:0 aye.

c. Friends - David gave an update. Book sale is going on now. Kim Murdoch will be next President of the Friends. Starting at the September meeting.

6. New Business. Hiring Recommendation. Interlibrary Loan Assistant - Andrea Masters is recommended for 18 hours at \$18/hr. Kathy made a motion to accept the recommendation. James seconded. All in favor AYE: 6:0.

7. New Business. Climate Survey Discussion - Laura Moriarty is open to conducting the survey once again. 3-4 week timeline. Can start as soon as next week. Motion to accept proposal from Laura Moriarty for survey services - Andrea; Jeanne seconded. All in favor - AYE 6:0.

8. New Business. Strategic Planning Update - David presented a status report on the strategic plan initiative. Kathy offered to get a work group started on the Rebranding imperative. We should plan on doing a final report out on the

2023 plan in middle of December and create a new version of this plan for 2024.

9. New Business. Salary Study Discussion - David presented his 30 town review.

David will upload a Google Folder with the data sources (mostly emails). As part of budget season, we'll be able to calculate additional dollars needed. No vote was taken.

10. New Business. NBRC Grant - David met with Michelle from North Country Council, our grant administrator. There is a deadline to see matching funds raised a year from now. We can request an extension if needed and they are common. Also meeting Fri. with the NH Finance Authority. There is a community centered investment program, CDFA - there might be some assistance available there. Selectmen were supportive of the overall plan at the meeting on 9/12/13. We are submitting a grant to the Ham Foundation for the Pavillion (\$93,000). David to help assemble a subcommittee with Kathy, James, Ginny and Kim to get development planning started to raise \$340,000.

11. Board Member Issues. Oct. 23 new trustee orientation with NHLTA in Concord. Julie recommends it for new board members. Julie will forward it to others.

12. Adjourn. The meeting was adjourned at 6:26pm.