

NOTICE OF PUBLIC MEETING
CONWAY PUBLIC LIBRARY
BOARD OF TRUSTEES
15 GREENWOOD AVENUE
Library Meeting Room
March 15th, 2021
4:00 PM
Meeting Minutes

Trustees Present: Alison Memoli, Peter Innes, Julie Laracy, Ashley Danforth, Ellin Leonard, Kathy Bennett

Trustees Absent: Hans Hildebrand

Staff Present: David Smolen, Jeff Beavers

Members of the Public: Jason Cicero, Alan Shapiro

Note: This meeting took place over the Zoom platform with the ability of the public to watch and take part in the meeting in the Conway Public Library meeting room. Director Smolen hosted the meeting and was sitting in the meeting room with his computer connected to the data projector.

1. **Call to Order.** The meeting was called to order at 4PM
2. **Consideration of Meeting Minutes. February 22nd, 2021.** A motion was made to accept the minutes as written. All in favor, 4-0. (Note: Alison Memoli temporarily left the meeting)
3. **Acceptance of unanticipated revenue. February 22nd, 2021 – March 13th, 2021.** Director Smolen reported \$37 in unanticipated revenue. A motion was made to accept the revenue. All in favor 4-0.
4. **Treasurer Report.** Peter Innes presented his report. A motion was made to accept the report. All in favor 4-0.
5. **Director Report.** Director Smolen presented his report. Matters mentioned at the meeting included the following:
 - a. Hiring process for Youth Services Assistant continues
 - b. \$9,249 was added to budget at Town Deliberative Session
 - c. Library staff planning Summer Reading Program
6. **Old Business. Draft Volunteer Policy Review.** The Trustees reviewed a second draft of the policy. A discussion ensued. The second draft includes language requiring background checks for volunteers who work with children. A motion was made to accept the policy as written. All in favor 5-0.
7. **Old Business. Discussion of Library/Albany Proposed MOU.** Director Smolen updated the Trustees on recent developments regarding a possible contract between Albany and the Library. A discussion ensued about strategy going forward and how to handle Albany residents who currently have an active account with the Library. No votes were taken.
8. **New Business. Social Media Policy Review.** A discussion ensued regarding the library social media policy. It was mentioned that the policy requires the Trustees to review it annually. Library staff will present revised language to the policy that includes such matters as who is entitled to post information on behalf of the library and library expectations for workers on their own social media accounts. No votes were taken.
9. **New Business. Draft Media Relations Policy.** Director Smolen presented for a first review a draft media relations policy. A discussion ensued. No votes were taken.
10. **Public Comment.** None.

11. **Board Member Issues.** As this was the last meeting for Peter Innes and Alison Memoli, “congratulations” and “thank you” were bandied about around the Zoom screen.
12. **Non Public Session as Per 91-A:3. Continuation of Director’s Annual Review.** A motion was made to enter nonpublic session by Kathy, second by Julie. All in favor 6-0. The Trustees entered nonpublic at 5:15 PM. The specific statutory reason for entering nonpublic was the following:

RSA 91-A:3, II (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.

Roll call vote to enter nonpublic: Peter Innes, yes. Julie Laracy, yes. Kathy Bennett, yes. Ellin Leonard, yes. Alison Memoli, yes. Ashley Danforth, yes.

The Board exited nonpublic session at 5:30 PM.

13. **Adjourn.** The meeting adjourned at **5:32 PM.**

Respectfully Submitted,

David Smolen