

CONWAY PUBLIC LIBRARY  
BOARD OF TRUSTEES  
15 GREENWOOD AVENUE  
Library Meeting Room  
September 20th, 2022  
4:00 PM  
Meeting Minutes

Trustees Present: Julie Laracy, James Cousins, Andrea Libby, Kathy Bennett, Ellin Leonard

Staff Present: David Smolen, Jeff Beavers

Members of the Public: None

1. Call to order. The meeting was called to order at 4PM.
2. Consideration of Meeting Minutes. August 16th, 2022. A motion was made to accept the minutes. All in favor 5-0.
3. Acceptance of Unanticipated Revenue. August 16th -- September 19th, 2022. The Director reported \$45 in unanticipated revenue. A motion was made to accept the revenue. All in favor 5-0.
4. Treasurer Report. A motion was made to accept the report. All in favor 5-0.
  
5. The Director presented his report. A motion was made to accept the report. All in favor 5-0.
  
6. New Business: Tech Services Librarian Job Description. A discussion ensued on the revised job description. A motion was made to accept the new job description. All in favor 5-0.
  
7. New Business: Discussion and Vote on New Hire. The Director recommended Jen Spofford for the position of Head of Technical Services. A motion was made to hire Jen Spofford for the position. All in favor 5-0.
  
8. New Business: Request to invoke Section 4A of the Purchasing Policy. The Director began the discussion by discussing the RFQ process. No vendors submitted a proposal. The Director then requested that the Trustees invoke section 4A of the purchasing policy. A motion was made to invoke the policy, all in favor, 5-0.
  
9. Old Business: Staff Compensation discussion. A discussion ensued about staff compensation. No votes were taken.
10. New Business: 2023 Budget Discussion. The Director presented a draft 2023 budget for the Trustees. A discussion ensued. No votes were taken.
  
11. Public Comment. None.
12. Board Member Issues. None
13. Non Public Session as Per 91-A:3 – Personnel Matter

Members Present: JL, KB, JC, EL, AL

Motion to enter into nonpublic session made by JAMES, seconded by ELLIN.

Specific Statutory Reason: RSA 91-A:3, II(c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of this board, unless such person requests an open meeting.

Roll Call Vote to Enter Nonpublic Session:

James – YES

Julie – YES

Kathy – YES

Ellen – YES

Andrea – YES

Entered Nonpublic Session at 5:35PM

Public Session reconvened at 6:58 PM

Motion made to seal the minutes made by JAMES, seconded by KATHY, because it was determined the divulgence of the information likely would “Affect adversely the reputation of any person other than a member of this board.

Roll call vote to seal the minutes:

JAMES – YES

JULIE – YES

ANDREA – YES

Kathy – YES

Ellin – YES

The motion PASSED.

(note: Nonpublic minutes recorded by Julie Laracy)

14. Adjourn. A motion was made to adjourn the meeting. All in favor 5-0.

Respectfully submitted,

David Smolen