

**New Durham Public Library Trustees Meeting
January 9, 2023
New Durham Public Library
6 Main Street New Durham, NH 03855**

Members present: William Meyer, John Michaud, Patrice Mitchell, Rachel LaMontagne, Richard Leonard.

Others Present: Caitlin Frost, library director.

Call to Order/Agenda Review: Chairperson Meyer called the meeting to order at 3:58 pm.

Approval of minutes: December 12, 2022

Motion made by John Michaud to approve the December minutes as written; second by Chair Meyer. A roll call vote was taken. Mitchell-aye: Michaud-aye: Meyer-aye: Leonard-aye: LaMontagne-aye. The vote carried unanimously.

Financial Report and Approval.

Mr. Leonard reported that the Trustees account stands at \$15,292.85. All bills are paid and up to date. Grant monies have been categorized. The Operating account stands at \$5561.12.

The Trustees had previously reviewed the invoices via email and approved by reply.

Motion made by Ms. Lamontagne to approve the financial report as written; second by Ms. Mitchell. A roll call vote was taken. Mitchell-aye; Leonard-aye; Meyer-aye; Michaud-aye; LaMontagne-aye. The vote carried unanimously.

Friends' of the NDPL Linda Callaway was unable to attend this meeting as planned and will reschedule. The Friends would like to have a shed/structure on library property to store library materials that are currently stored at Town Hall. The Friends will request sharing the cost with the library. Chair Meyer reminded the Trustees that permission is required for a shed as the property borders wetlands.

Directors Report and Informational Items

December

Ms. Frost went over the line items of the annual Actual and Budgeted Expenses and Encumbrances. The Trustees discussed and agreed to encumber the remaining \$11,342.12 for maintenance needs, bookshelves, etc.

Ms. Frost read the Library Annual Report which highlighted the many successes the library experienced in 2022. She stated that 2022 was a year of growth. There was a great increase in returning library patrons. This report will be submitted to the Town Clerk for inclusion in the Annual Town Report. Chair Meyers will submit the Library Trustees annual Report as well.

The 2022 Library Goals report was read. All of the goals were accomplished except for two that are still in progress. The 2023 Goals were read and discussed. These goals include attendance, budget, Maintenance, policies, grants, outreach, and others. Both reports are available at the library.

Other Business.

No additional items this month.

Schedule Next Meeting: February 6, 2023 at 4 pm at the library.

Adjournment:

Motion made by Rachel LaMontagne to adjourn at 4:54 pm; second by John Michaud. A roll call vote was taken. Michaud-aye; Meyer-aye; Mitchell-aye; Leonard-aye; LaMontagne-aye. The motion passed unanimously.

Respectfully submitted,

Patrice Mitchell