**New Durham Public Library Trustees Meeting**

**September 19th, 2022**

**New Durham Public Library**

**2 Old Bay Road New Durham, NH 03855**

*Members present:*  William Meyer, John Michaud, Richard Leonard, Rachel Lamontagne

*Others Present:*  Caitlin Frost, library director.

*Call to Order/Agenda Review:* Chairperson Meyer called the meeting to order at 4:03 pm.

*Approval of Minutes*: July minutes will be e-mailed later.

*Financial Report and Approval*:

Committee Budget Meeting is October 13th at 6pm and (possibly) November 9th

Financial Report: $9k to date.

Trustee Account: $24k (mostly grant money) $7K of carpet money should be returned through the CRF.

Credit Card low balance.

**Motion made by Chair Meyer to accept the financial report as written; second by John Michaud. A roll call vote was taken. Michaud-aye; Meyer-aye; LaMontagne-aye; Leonard-aye. The vote carried unanimously.**

FY2023 Budget

2023 Changes to the Budget-

* Request for Library assistant line for Michelle vs Sheryl.
* Town Hall asking a 7% increase to all lines except electric, which will be a 60% increase.
* New Line added for Subscriptions and Audiobooks.
* Library Telephone increased a bit, but it reflects the current cost.

Discussion of the trustees to separate the internet out from the Office line. Caitlin will make the changes and send around.

Director’s Report and Informational Items

Grant Updates:

ARPA 2 Grant for playground. All money used.

Tech Grant: almost all money spent.

ALA Covid Grant: About $3k spent but the rest will be spent soon.

First Book Grant: finally arrived but isn't spent yet.

NEW! Dollar General Literacy Grant for $4k is going to be for Before Middle School program books. May need more shelving in this area.

Proposing to have new shelves, costing about $1500.

Summer Reading numbers were awesome

There is an average of 20 people per day, an increase of an average of 8 people from a year go.

Other Business

Building request for election campaign: Discussion was had about campaigning events. It was decided that there should be no campaigning events unless it is for the general knowledge of the public. No political signs either. Caitlin will rework the Meeting Room Policy and send out to the Trustees for voting at the next meeting.

Technology Policy: Some computer issues came up with a patron where instant messaging was installed on one of the computers showing inappropriate messages. Caitlin will rework the Technology Policy to make it stronger and send out to the Trustees for voting at the next meeting.

Maranatha Fall Festival: Request for the library to have a booth at the Maranatha Fall Festival. Discussion was made that the library can promote the event but not host a booth.

* Staff evaluations: PAFs were signed for merit increases for staff.
* CIP Meeting
  + CIP came into the library-we just want more space.
  + Everything Caitlin brought up, Town Administrator said they weren't a CIP thing.
  + Need to replace the tiles in the men's bathroom, thus the roof guy to check out current or past water damage.
  + Painting the outside of the building?

The Trustees entered into a Non-Public Session pursuant to NH Revised Statute 91-A:3 II (a).

Schedule Next Meeting

Next meeting will be October 3, 2022, at 4pm.

The meeting was adjourned at 5:35 pm.