

George H. Stowell Library Trustee Meeting
Monday, June 10, 2019
6:00pm at the library

- 1) Call to Order – The meeting was called to order at 6:00pm at the library. Richard Scheuer and Kathi Patterson were present.
- 2) Citizen Comments – Bill Catarino stated that he enjoys using OverDrive but wonders if our OverDrive subscription fees were based on usage. Kathi explained that our yearly fee is not based on usage.
- 3) Approval of April 08, 2019 minutes - Richard moved and Kathi seconded that the minutes be approved as written. The minutes were approved.
- 4) Treasurer’s Report - Kathi handed out a spreadsheet detailing the deposits and expenses to-date for 2019. Our balance is \$7, 589.74.
- 5) Librarian’s Report – Brenda was unable to attend the meeting but left a report that stated that:
 - a. She had attended a presentation by ByWater on their automation software named Koha. Many N. H. libraries use this open source software and were pleased with the company’s technical support. The next step is to research pricing.
 - b. Ginny Gage continues weeding; Sandy Guest continues adding books to the E and Y sections and has been organizing award winners for easy access. They have both been working to inventory the E and Y books to match the shelf list cards.
 - c. She will be training Laura Cousineau and Ginny Gage to help with interlibrary loan requests.
 - d. She will be setting up another program with the Plainfield libraries to offer to our communities. She and Mary King are discussing topics that might generate interest.
 - e. The change over from volunteers to paid desk attendants seems to be going fine.
 - f. She has sent pictures of the oak bureau and the old card catalog to Bill Smith Auctioneer for appraisal.
- 6) Old Business
 - a. Kathi gave a summary of her meeting on May 24 with Chris Kennedy and the selectmen. The selectmen wanted Chris to research whether designing handicap access will require the addition of a restroom(s). Chris talked to a couple of N. H. building inspectors and the International Code Council’s Technical Support Department. They all agreed that there was no requirement for the addition of a restroom. His recommendation for moving forward was to design options for providing HC access to the 2 buildings, and, as part of the process, he will

evaluate alternative ways to provide a restroom that will not require a full septic system. He would design a restroom that can be eliminated from the final design if it is too costly or cannot be made to work if there are regulations prohibiting alternative toilets in public buildings.

- b. Lake Sunapee Masonry has repaired the chimney cap. The cost was \$875.
- c. The 2 extra hours on Wednesdays that were supposed to begin on May 1 have not yet been added yet. We should be opening at 2pm. Kathi will remind Brenda.
 - i. We also discussed adding 2 hours to Saturday's hours (10am to 2pm) to more closely align with the Cornish Recycling Center hours. This will depend on Brenda finding coverage.
- d. Articles 1-5 of the Bylaws, Policies, and Objectives manual (Purpose, Name, Mission Statement, Core Values and the balance of Board of Trustees policies were adopted with the additions and corrections as noted.
- e. The Public Internet and Wireless Internet Policies with additions and corrections as noted were adopted.
- f. Kathi has ordered the subscription to the Taunton Press Fine Gardening magazine to be paid with the Hanover Garden Club donation.

7) New Business

- a. Kathi donated a phone system that has 2 portable handsets and an answering machine. The portable handsets will allow employees to answer the phone without physically being at the circulation desk.
- b. Kathi donated a Toshiba laptop with Windows 10 for use either as a public computer or for use as the automated circulation checkout computer.
- c. The draft proposals for Exhibits and Displays policy, Gifts and Memorials policy, and Use of the Library As a Meeting Place policy were adopted as written.

8) Other Business

- a. There was a brief discussion of Tony Newton's request to Brenda that we turn the wifi off at night because he was bothered by loud mufflers and music late at night.
 - i. Kathi had suggested to him that he write a letter to the trustees with his concerns, but he has not yet done so.
 - ii. Richard felt that the noise is not our problem as it is a public street. It is not our job to control what happens on the street.
 - iii. Brenda had placed a notice in ConnectCornish reminding wifi users to be respectful of neighbors when using the free wifi at night.

9) Our next meeting will be on Wednesday, August 14, 2019, at 6:00pm at the library.

10) Adjournment – The meeting was adjourned at 6:51pm

Respectfully submitted,
Kathi Patterson, Acting Secretary