

Tucker Free Library
Trustee's Meeting
Minutes
January 10, 2017

Present: Patti Osgood, Jamie Ramsey, John Capuco, Deb Kreutzer, Emily O'Rourke, Lynn Piotrowicz (Library Director), Denise Getts (Library Staff Member)

1. **Approval of November 15, 2016 minutes:** Patti moved to approve the minutes as written, Jamie seconded. All voted in favor.
2. **Public Forum:** None
3. **Marketing Presentation:** Denise Getts asked the trustees to consider a more active social media presence for the library, starting with Facebook and Instagram. The benefits include reaching a wider and younger audience, event calendar synchronization and the ability to relay timely information. Denise offered to spearhead the initiative and keep content fresh. Concerns were raised over the possibility of negative Facebook comments; Denise said other libraries reported little to no issues. Denise and Lynn will monitor comments. The Trustees were in favor, but asked the staff to develop a social media policy first.
4. **Monies to be accepted:** Patti moved and Deb seconded to approve the monies per attached report. All voted in favor.
5. **Treasurer's Report:** John presented the report; there were no concerns.
6. **Director's Report:**
 - a. **1000 Books Before Kindergarten:** Lynn reported that the two children approaching this goal will be recognized in various ways.
 - b. **On-call allowance for weekend-shift staff coverage:** The trustees decided to follow the Town's protocol of paying a minimum of 3 hours for staff members who are called in.
7. **Moose Plate Grant:** The front porch lamp restoration project is moving forward. After consulting with some experts, Lynn said she believes it should be relatively straightforward, with a company like ARC Painting handling the painting and Marc Aucoin handling the electric work. The glass globes will need to be replaced. Lynn will prepare a final number for the warrant.

8. Town Meeting Preparation: Lynn has prepared the annual report. The trustees finalized the budget for the warrant article.

9. Other:

- 1) RSA 91-A:3(2): Patti and Lynn outlined the record-keeping requirements for non-public sessions:
 - All must agree to go into non-public session
 - Vote must be taken to enter the session and time recorded
 - If votes are taken during non-public session, individual votes must be recorded
 - Vote must be taken if minutes are to be sealed
 - Vote must be taken to come out of non-public and time recorded.
- 2) Non-resident card: The trustees gave Lynn the discretion to grant a non-resident card free of charge to a worthy recipient.
- 3) Peggy Ward: The trustees asked Lynn to see if a tribute to former librarian Peggy Ward (who passed away in 2016) could be included in the town's annual report.

Next Meeting: Wednesday, February 22 at 7pm.

Meeting adjourned at 8:13 pm.

Respectfully submitted,

Emily O'Rourke