

**Shedd Free Library
Board of Directors Meeting
Tuesday, November 12, 2019
5:00 PM**

The meeting was called to order at 5:00 pm by Chairman Elaine Kay. Also present were Peggy Carney, Becky Dulac, Karen Drew, Al Bruno, Jo Ellen Wright and Sue Tozko

Treasurer's Report: Karen reported that as of October 31, 2019 we have \$40,626 in savings account and \$5,238 in checking account. The amount in Savings includes the Town's appropriation for our Operating Expenses.

Correspondence: Jo Ellen reported that she had a phone call from Barbara, Dave Clarke's daughter saying that the family named the SFL to receive donations in Dave Clarke's name. She requested that they be used to purchase books. Dave passed away last week.

Librarian's Report:

- Jo Ellen reported that there was a good turnout for Halloween, 52 plus 2 dogs. It was mentioned that pictures of this event should go on Facebook. Jo Ellen will get Naomi or Brenda's help with this.
- Printer: We are going through ink too fast. It was agreed that something is wrong with the printer. Elaine will check it out when she returns the end of the month.
- State Training for ILL still needs to be completed, the staff is trying to find a time when they can do it together.
- Jo Ellen reported that we don't need a new program to print catalog cards. We already have a program.
- Park Light- Jo Ellen inquired about the status of the light. Elaine reported that she has spoken to the Selectmen about it and they are in the process of looking at a new light and dealing with what needs to be done underground with conduits etc. The whole process takes time and the only thing they could do before spring is put up a temporary light. The Selectmen walked the site after dark, the day Elaine talked with them about it and felt it was light enough to not create a danger. The Trustees decided to check it out when they left the library and see if it is acceptable.

Unfinished Business:

- Update Walkway repairs: Elaine reported that she has submitted the form to request money from the town for Capital Improvement on this project.
- Cupola Repairs: Elaine reported that she has not heard back from the original workman she spoke with about the project. She is going to meet with the Selectmen and request that when they do the peak of the old Schoolhouse they also do the library cupola.

- Town Report: Jo Ellen reported that she is still working on it. She needs to get it to Deb by 12/2.
- Employee Evaluations: Jo Ellen reported they are done.
- New ILL program: Jo Ellen reported staff is still trying to coordinate a time to complete the training.
- Update on Library Director Search: Peggy reported that we have interviewed 5 applicants. Two of the 5 looked like good candidates and we want to bring them back to meet with all Trustees and Sue, Brenda and Priscilla. Peggy will try to set the interviews up for Monday the 25th.
- Budget: Elaine reported that everything is much the same except we added \$400 for Library Maintenance and \$800 for special projects- new toilet, sink, grab bar and hall carpet.
- Shoveling Sidewalk: Sidewalk was not shoveled for opening Tuesday. Jo Ellen will send Noah our hours so he can plan shoveling.

Next Meeting Date: December 10, 2019 , 5:00 at the Library

Non Public Session Minutes Shedd Free Library Board of Trustees

Trustees Present:

Elaine Kay, Chair

Karen Drew, Treasurer

Becky Dulac, Secretary

Peggy Carney, Alternate

Al Bruno, Alternate

Motion to enter Nonpublic Session made by Becky second by Karen

Specific Statutory Reason cited as foundation for the nonpublic Session:

X_____ RSA 91-A:3, II (a) *The dismissal, promotion or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

X_____ RSA 91 – A:3, II (b) *The hiring of any person as a public employee.*

Roll call vote to enter nonpublic session:	Elaine	Y
	Karen	Y
	Becky	Y
	Peggy	Y
	Al	Y

Entered Nonpublic session at 5:55pm

Note: Under RSA 91-A:3, III. *Minutes of proceedings in nonpublic sessions shall be kept and the record of all actions shall be promptly made available for public inspection, except as provided in this section. Minutes and decisions reached in nonpublic session shall be publicly disclosed within 72 hours of the meeting, unless, by recorded vote of 2/3 of the members present, it is determined that divulgence of the information likely would affect adversely the reputation of any person **other than a member of this board**, or render the proposed action of the board ineffective, or pertain to terrorism. In the event of such circumstances, information may be withheld until, in the opinion of a majority of members, the aforesaid circumstances no longer apply.*

Motion made to seal these minutes? If so, motion made by Elaine, seconded by Karen, because it is determined that divulgence of this information likely would....
X Affect adversely the reputation of any person other than a member of this board.

Roll Call Vote to seal minutes:	Becky	Y
	Elaine	Y
	Karen	Y
	Peggy	Y
	Al	Y

Motion: PASSED

Motion to leave nonpublic session and return to public session at 7 pm by Karen seconded by Becky.

Motion to adjourn public session at 7:01 pm by Elaine seconded by Karen

**Respectfully submitted,
Becky Dulac**