

Hopkinton Town Library
Trustees Meeting
October 19, 2021

Attendees: Donna Dunlop (Library Director), Nancy Skarmeas (Chair), Amy Stone (Foundation Liaison), Sarah Chiappetta (corresponding secretary), James O'Rourke (Treasurer)

Missing: Jason LaCombe (Secretary),

Meeting was held in person at the library. Nancy opened the meeting at 7:10 pm

SECRETARY'S REPORT

The minutes of the September meeting were reviewed.

Motion to accept: Amy / Second: Nancy / Vote: Unanimous.

TREASURER'S REPORT

The Treasurer's report was reviewed by the Board. The budget is on track and holding steady for the year. Donna has moved forward with moving the library accounts from TD Bank to Merrimack County Savings Bank. Nancy will go to the Contoocook branch to sign the necessary paperwork.

The library received a couple unexpected small gifts.

Motion to accept: Nancy / Second: Sarah / Vote: Unanimous.

DIRECTOR'S REPORT

Donna reported that the new reference librarian, former staff member Emily Welsh has returned to work in the library while at the same time Catherine Ryan has given her notice. Donna is working towards stabilizing the personnel needs in a tight market.

Donna reported that the library has used 70.5% of the budget with 25% of the year remaining. On track. Donna provided a comprehensive overview of the proposed Budget. The 4.68% increase is due to energy cost increases as well as previously negotiated wage, cost of living increases to staff. Otherwise the Budget is nearly flat and deemed acceptable by the Trustees. Donna will present to the Selectboard on November 8. Donna reported that the ARPA grant was not awarded to us. We will need to find other financing to continue to explore the project.

Amy raised an interesting discussion about the feasibility of using solar power at the Library. This led to a discussion about the Town's potential plan to use solar comprehensively. Donna will speak to the Town Administrator to see where those plans stand.

Library circulation is up 25% in all categories with the exception of audiovisual materials!

Programs – Art on the Porch, poetry reading, were big successes. A proposed NH Supreme Court session was discussed. Mask wearing in the building was discussed due to an uptick in cases in town. Donna will monitor the situation daily and adjust policy accordingly. **See director's report attached.**

POLICIES

The Gift policy was sent around for review and was approved with no additions.

The Weather policy was sent around for review and was approved with no additions.

Motion to Accept: Amy / Second – Nancy / Vote – Unanimous.

OTHER MATTERS:

The Trustees signed a Transfer of Funds from the Library Technology Maintenance Trust Fund for two mini-computers related to online access.

Nancy adjourned the meeting at 7:57 pm. Respectfully submitted, Jim O'Rourke, Meeting Secretary

NEXT MEETING: November 16th at 7:00 pm. In the Community Room.