

Newfield Public Library
Board of Trustees
February 15, 2022

Present: S. Chaffee, T. Albert, A. Birch, T. Szebenyi, A-M. Esposito, T. Kubinec-Smith, guest – Jolie King

Meeting was called to order at 6:06 PM

Open Floor to the Community: None

Director report:

Sue reviewed January programs. See director's report for full details.
Highlights below:

After school program going well. In January, we averaged 8 attendees per session.

Upcoming events that need Board participation

- A Year in the Life of a Bee Yard - Thursday, Feb 24 6:30 pm
- Meg Connor Art Program – Saturday, March 12 1:00 pm
- Postcards from the Borderlands, David Mould author visit on Zoom – Thursday, March 24

NPL received the \$5,000 bullet aid to support the History and Activity Center. Sue recommends applying the grant funds toward the 2023 budget to support project continuity. Sue will draft and distribute for comment an email to the historical society to notify them of grant receipt.

NPL suggested to NHS to create a budget line item for creating exhibit displays. Previous display was funded by NPL. Tom made a motion to allocate \$300 out of the History Center project funds toward supplies/creation of exhibit presentation displays. Amanda seconded. All were in favor.

Please review the Long-Range Plan which will be voted on during the March meeting.

COVID updates: Masks will continue to be a requirement for NPL entry.

There is a gap on the History Center's ramp landing. NPL will fill the hole temporarily until it gets fixed. The ramp base will be widened to reduce the slope and the ramp will be extended to the road. The ramp will not be ADA-compliant, but will be safe for use.

History reading group and discussion group started up and is going well.

NPL will advertise and post for the position vacated by Wendy Wright.

Treasurer's Report: Theresa discussed the financials for January. Treasurer's report contains a separate tab for History and Activities Center Revenue and Expenses. January report and annual reports were distributed and reviewed prior to the meeting. Town payment from tax rolls was received. No extraordinary expenses for NPL. The 2021 unspent balance for the History Center was brought forward to 2022.

January's opening balance was \$120,397.47 and the Closing balance was \$145,383.62. Amanda made a motion to pass the treasurer's report and pay January bills. Tammy seconded. All were in favor. None opposed.

New Business:

Tom made a motion to accept Rachel Hunsinger as a trustee. Tammy seconded. All were in favor. None opposed. Ann-Marie will notify Rachel with the meeting schedule and instructions to pick up a trustee manual.

Glenn Caslick's service on the NPL board ended. To support his retirement goal of getting a new TV, we will get him a gift card to Best Buy. If you would like to donate towards this gift, please drop off your donation at the front desk. Ann-Marie will pick up a card to sign.

Glenn continues to do many handyman activities at NPL. Tom made a motion to hire Glenn as a handyman at minimum wage. Ann-Marie seconded. All were in favor. These payments will come from the maintenance budget line.

NPL will host a book sale in April, tentatively scheduled for the 9th.

Review of Minutes: December and January minutes were reviewed. Tom made a motion to approve minutes as written. Ann-Marie seconded. All were in favor.

Unfinished Business:

Please actively recruit and provide an application to interested candidates for the open trustee positions. Open positions will be posted in next newsletter.

Correspondence:

Thank you letter for bullet aid grant.

Ann-Marie will draft a thank you email to those who donated baked goods for the Valentine's Day sale.

Next meeting date: Tuesday March 15th at 6:00 PM.

Ann-Marie made a motion to adjourn at 6:59 PM. Tom seconded. All were in favor.

Respectfully submitted,

Sara Adams