

Laconia Public Library
Board of Trustees
Minutes of Meeting
Goss Reading Room
April 20, 2023

I. Call to Order

Laconia Public Library Board of Trustees held their regular monthly meeting at the Goss Reading Room. Chairman John Moriarty called the meeting to order at 5:30 pm.

Present: Trustees Aaron Bassett, Marie Bradley, John Perley, Alternate Bruce Kneuer, Director Deann Hunter, and City Councilor Tony Felch

Not Present: James Anderson, Sally Sessler, and Angela Vaillancourt

Chairman seated alternate Bruce Kneuer.

II. Reports

A. Secretary's Report

March 23, 2023 minutes were approved. Bradley moved to accept; Perley seconded. Motion passed unanimously.

B. Treasurer's Report (Anderson)

Director reported the overage in Teen Media is incorrect and Cheryl Smith is currently working on finding the error.

The \$600 fee for Ancestry Library Edition was not budgeted for. Various nonprint lines will be used to absorb the Ancestry fee including adult audio, children's audio, and music. Circulation of physical audiobooks and music is declining.

Bradley moved to accept the March 2023 financials. Bassett seconded. Motion passed unanimously.

C. Endowment (Perley)

Perley summarized the March 2023 endowment report from the Bank of New Hampshire.

D. Personnel

Director shared resignation letters from Jamie Dalton and Allison Macha.

E. Policy

F. Buildings and Grounds (Bradley)

Bradley summarized the status of each building project discussed at the most recent Buildings and Grounds Committee meeting.

Moriarty discussed the possibility of changing the cooling system pumps to reduce future maintenance costs associated with fall shut down and spring start up.

G. Technology (Bassett)

Bassett stated that the camera system/firewall issue has resolved itself.

Kneuer raised a concern with the AI enhanced Bing browser.

H. Director's Report

The Library will hold two of its Summer Reading Program events at the Leavitt Park Clubhouse instead of the Community Center.

Meeting Recessed

The Chairman called a recess at 6:11 pm to allow meeting attendees to move their cars to a different location at the request of a neighbor.

Meeting Resumed

The Chairman ended the recess at 6:19 pm.

I. Chairman's Report

The Chairman and the Director participated in a meeting with Laconia Historical & Museum Society (LHMS) to discuss the Past Perfect software used to manage Lakes Region History Online, LHMS exhibits at the Library, and the DAR collection.

III. Old Business

IV. New Business

A. Furniture Donation

Kneuer moved to accept the donation of a wooden display cabinet from Debbie Wood with no restrictions, and with appropriate documentation to include "accepted with no restrictions". Perley seconded. Motion passed unanimously.

B. Impact Fees

As of March 31, 2023, \$20,143.15 in impact fees are designated for Library use.

Director will include Impact Fee Report in the monthly board packet.

Bradley moved to present to the City Manager an impact fee usage request in the amount of \$4,778.33 to be used for the electrical portion of converting the tankless water heater system in the family restroom to a tank water heater system to meet the increased demand for hot water brought about by higher Children's Room usage. Kneuer seconded. Motion passed unanimously.

B. Annual Organizational Night

The following committees were appointed by the Chairman:

Branch Operations Committees

The Board of Trustees will serve as a committee of the whole.

Buildings and Grounds Committee

Bradley will serve as Chair

Endowment Committee

Kneuer will serve as Chair. Bradley will also serve on Committee.

Finance Committee

Anderson will serve as Chair. Bassett will also serve on Committee.

Investment Committee

Perley will serve as Chair. Anderson will also serve on Committee.

Personnel Committee

Anderson will serve as Chair.

Policy Committee

Sessler will serve as Chair.

Technology Committee

Bassett will serve as Chair.

Adjourn

Future Board Meetings:

May 25, 2023
June 22, 2023
July 27, 2023
August 24, 2023
September 28, 2023
October 26, 2023
November 30, 2023

Bassett moved to adjourn the meeting. Bradley seconded. Motion passed unanimously.

Meeting adjourned at 6:59 pm.

Respectfully submitted,

Deann Hunter