

# MINUTES

## Effingham Public Library

19 March 2019 | Meeting called to order by Maureen Spencer at 6:05

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### In Attendance:

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Maureen Spencer, Heidi Foy, Eric Jones, Pat Piper, Grace Fuller. Quorum present.

Public Present: Cheryle Feirick

Ex Officio Member: Crystal Hoyt

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### Election of Officers

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Chairman – Nomination made by Eric for Grace as Chairman ; seconded by Heidi. Passed.

Secretary – Nomination made by Eric for Heidi as Secretary; seconded by Grace. Passed.

Treasurer – Nomination made by Eric for Pat as Treasurer; seconded by Heidi. Passed.

Letters received from Cheryle Feirick and Bill Piekut for alternate positions. Grace will present to the Selectmen for appointment.

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### Approval of Minutes

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Minutes from last meeting were read; spelling corrections to be made. Motion made by Eric to approve as amended; seconded by Maureen. Approved.

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### Treasurer's Report

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Treasurer's Report provided by Maureen. Motion made by Maureen to accept unanticipated funds; seconded by Eric. Passed.

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### Library Director's Report

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Crystal provided her monthly report.

- Added a genealogy link to the website
- Provided a nice written overview to new Trustees.
- Gave overview of Fire Dept's inspection of the building, including the Library space. Feedback: concerns about the fire detectors in the Masons' room upstairs. Crystal contacted Knight Security; also learned that an inspection should be conducted annually by Knight. Crystal advised the Town Office (Chris).
- Gave overview of the Carroll County Co-Op and Bear Camp Library Association.

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### Committee Reports

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- None

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## Friends of the Library Report:

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- None

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## Old Business

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- Maureen advised that she notified the Effingham Police about the theft of the planters from the entryway ramp.
- Camera purchase – not done. Discussion about purchase of camera. Crystal will monitor and determine if one is needed for capturing library events; may be sufficient to use smartphone camera.

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## New Business

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- Crystal confirmed everyone's email address and terms. She will update the NH Library site with Trustees information.
- Discussion was held about the Spring Conference.
  - It was determined that the Library would pay for registration, but everyone should apply for a scholarship. Information on the website and in newsletter. We can decide at the next meeting how to pay for everyone and carpooling.
- Discussion was held about the electrical systems in the building and the need for an assessment of the safety. To be addressed in the future.
- Library maintenance – discussion about short-term and long-term needs and desires, such as replacement of fluorescent light bulbs and floor mats behind desk.
  - To-do: all should consider options and bring to next meeting to start compiling list
- Discussion about new library activities, such as Paint Night or Game Night. Board members should consider options and bring to the Director's attention.
- Website – Crystal is working with Theresa. Pat also volunteered to help.
- Discussion held about meeting times for next year. Tuesday seems to be the best, except for month of April. Board to check personal calendars and decide at next meeting.
  - Next meeting – Wednesday, April 10. Heidi to chair as Grace N/A.

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## Other

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- Maureen advised of poetry contest. Will send out via email.
- Maureen provided information about the governor's action to determine NH poet laureate. Will send details if anyone is interested in providing feedback.
- Grace asked for consideration on reviewing Policies and Procedures. After discussion, it was determined that these will be done during the regular meeting

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## Next Meeting

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Wednesday, April 10

Motion was made by Maureen to adjourn; Pat seconded. Passed.

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## TO-DOs

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- Apply for annual Trustee Conference scholarships (individually). Refer to website for details.

- Consider short-term and long-term library wants and needs
- Consider additional library activities
- Check your personal calendars for determining 2019-2020 Library Trustee schedule.
- Be prepared to review Policies and Procedures over next meetings.