FINAL

LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
Kilton Library Community Room OR
Remote Via Microsoft Teams
LebanonNH.gov/Live
February 28, 2023
7:00 PM

MEMBERS PRESENT: **Francis Oscadal (Chair), Emma Wunsch (remote), Donna Hartford, Michael Stebbins, Susan Weber Valiante, Ann Sharfstein (remote), Phil Bush (alternate), Jeff Damren, Morgan Swan (remote)**

MEMBERS ABSENT: **Doug Whittlesey (alternate)**

STAFF PRESENT: **Sean Fleming (Library Director), Amy Lappin (Deputy Director)**

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1. CALL TO ORDER – Chair Oscadal called the meeting to order at 7:00 PM

Chair Oscadal opened the meeting at 7:00PM.

2. APPROVAL OF MINUTES

A. Approve the January 24, 2023 minutes

Mr. Stebbins MOVED to accept the meeting minutes of January 24, 2022, as amended. Seconded by Ms. Hartford.

**** The Vote on the MOTION passed by roll call:*** **Chair Oscadal – aye; Emma Wunsch – aye; Donna Hartford – aye; Michael Stebbins – aye; Susan Weber Valiante – aye; Ann Sharfstein – aye; Morgan Swan - aye**
(7-0-0).

3. NEW BUSINESS

A. Approve the financial report

Mr. Stebbins stated that, for the City budget, the Library is currently $15,000 under budget, $9,000 of which is due to wages. The Repairs and Maintenance line is also under budget. The Electricity line was charged $12,000 for the month of January, which is over budget by $5,000.

Director Fleming stated that electricity rates are expected to come down. The City is also engaged in a Community Initiative program which could help with rates.

Mr. Stebbins stated that there is a deficit of approximately $2,000 in the Special Funds.

Ms. Weber Valiante MOVED to accept the Financial Report, as presented. Seconded by Ms. Hartford.

**** The Vote on the MOTION passed by roll call:* Chair Oscadal – aye; Emma Wunsch – aye; Donna Hartford – aye; Michael Stebbins – aye; Susan Weber Valiante – aye; Ann Sharfstein – aye; Morgan Swan - aye**
(7-0-0).

B. Approve the 2023 special funds budget

Director Fleming stated that the Library went over the City's budget last year by approximately $2,500; this was done intentionally. The Library used its Special Funds budget to pay for this deficit. The Special Funds budget is currently a deficit of approximately $2,500, due to that overage. If that money was not owed to the City, the Library would have had a balanced budget. He noted that the Library's income from fees has not yet rebounded from the pandemic.

Mr. Stebbins MOVED to accept the Special Funds budget for this year, as presented. Seconded by Ms. Weber Valiante.

**** The Vote on the MOTION passed by roll call:* Chair Oscadal – aye; Emma Wunsch – aye; Donna Hartford – aye; Michael Stebbins – aye; Susan Weber Valiante – aye; Ann Sharfstein – aye; Morgan Swan - aye**
(7-0-0).

C. Discuss Charitable Gaming outreach to the Library

Director Fleming explained that a consultant representing the Lebanon Poker Room contacted the Library regarding charitable gambling. An entity of this type needs to find local 501(c)(3) partners to operate with in charitable gambling. The 501(c)(3) receives 35% of profits for that period. There are usually two partner organizations per each time period. The amount has ranged from $3,000-$15,000. A representative from the organization would need to sign onto this and the name of the partner would be placed in the Poker Room. The Foundation would like a recommendation from the Trustee's regarding this proposal.

Chair Oscadal stated that the Library is a City Department, not a charity. The Library has a 501(c)(3) to raise funds but is not a charity. He stated that he is uncomfortable lending the Library's name to casino gambling.

Director Fleming explained that there are some items the Library considers that are difficult to use tax dollars for, which could instead be supported using these funds, such as non-resident cards. An income stream could meet or exceed the amount brought in from non-resident income fees. This would extend what the Library can offer for non-residents in need.

Ms. Weber Valiante agreed with not associating the Library's name with a gambling organization. She stated that she has only heard opposition to this suggestion.

Deputy Director Lappin noted that the funds could be spent on resources for those addicted to gambling.

Ms. Sharfstein stated that she would rather see the Library, as a local organization, receive these funds than other organizations throughout the State. This money could benefit the local community.

Director Fleming stated that some of the other organizations which have agreed to this partnering include the Sunapee Heritage Alliance, New England Master's Ski Racing Foundation, SPARK, Lebanon Little League, Wags and Wiggles Rescue, Hinsdale Historical Society, and the American Legion.

Mr. Swan stated that he has concerns regarding pursuing anything this polarizing. A business that oppresses a lower bracket should likely not be associated with the Library. The Poker Room will get the Library's name and reputation in exchange for money. The Library is meant to display equality and equity for all, regardless of their socioeconomic status. The gambling business has a horrible impact on those from lower socioeconomic brackets.

Ms. Wunsch noted that gambling in New Hampshire is charitable, and it is important to fund education in the State in as many ways as possible.

Ms. Weber Valiante MOVED to vote on the charitable gambling item.
Seconded by Ms. Hartford.

**** The Vote on the MOTION passed by roll call:*** **Chair Oscadal – aye; Emma Wunsch – aye; Donna Hartford – aye; Michael Stebbins – aye; Susan Weber Valiante – aye; Ann Sharfstein – abstain; Morgan Swan - aye**
(6-0-1).

Ms. Weber Valiante MOVED to aceept the charitable gambling donation from the Lebanon Poker Room.
Seconded by Ms. Hartford.

**** The Vote on the MOTION failed by roll call:*** **Chair Oscadal – nay; Emma Wunsch – nay; Donna Hartford – nay; Michael Stebbins – nay; Susan Weber Valiante – nay; Ann Sharfstein – abstain; Morgan Swan – nay.**
(0-6-1).

4. COMMITTEE REPORTS
None at this time.

5. OTHER BUSINESS
A. Officer Elections in March
Chair Oscadal noted that there are three elected officers on the Trustees, Chair, Treasurer and Secretary. The group could consider a nominating committee or volunteers could be sought.

It was noted that Mr. Oscadal was the only person interested in serving as Chair. Mr. Stebbins was noted as the person interested in the Treasurer position. The group agreed that it would further discuss the Secretary position in March.

Ms. Weber Valiante noted that she will be moving toward the end of March and submitting a letter of resignation.

B. Holiday Discussion

Director Fleming stated that staff researched what other libraries in the State do for their holiday schedules. The number of holidays range from 10-15.

Deputy Director Lappin stated that the staff request to add Juneteenth and the Indigenous People's Day holidays should be reviewed from a diversity, equity, and inclusion standpoint, as well as a financial standpoint. The Lebanon Library's governing body should consider how it is embracing diversity, equity, and inclusion through the organization. It would be disappointing for the Library to not consider allowing employees to have federal holidays, representing diversity, equity, and inclusion, off. If these federal holidays are not acknowledged, it may speak to the values that the Library is projecting. The City has already shown that it wants to move in the direction of diversity, equity, and inclusion, but this decision does not seem to match this.

Director Fleming stated that City Manager Mulholland would be okay with the Library adding these two holidays to the calendar. There is concern with the number of Library holidays being outside of the number of holidays that the City follows. The Library may want to consider if other holidays should be shifted from the list.

Chair Oscadal noted that Indigenous People's Day is not yet a federal holiday. He stated that he believes this is not a matter of should the Library do this, but how can the Library do this. If the Library wants to keep the number of holidays equitable across all Departments, it could consider removing two other current holidays from the list.

Deputy Director Lappin stated that this issue is less about staff getting these holidays off, but more so about the Library and City recognizing the importance of these days.

Mr. Swan noted that he does not see an issue with the Library having a disproportionate number of holidays than the City.

Chair Oscadal suggested the Trustees vote to add the holidays this evening and decide how best to proceed at a future date. Mr. Stebbins asked if this is an equitable way to vote on this item. Director Fleming agreed that this could be voted on this evening and noted that many other libraries have a different holiday list than their municipalities.

Mr. Damren suggested that this be tabled for further consideration. The Board should consider this item comprehensively, if a future meeting will consider a vote to remove two other holidays, in favor of incorporating these two.

The Board agreed to table this discussion at this time.

C. Deputy Director's report

Deputy Director Lappin stated that the new Library website is up and running. She noted that the New York Times Cooking & Games full version went live today. She explained that there has been a great partnership program with the schools occurring at the Library. There is also a middle school art show currently on the walls at the Library. Director Fleming thanked the staff for all of the programming being pursued.

D. Director's report

Director Fleming explained that the subcontractor may agree to finish the Library floors at no cost. He also noted that the $24,000 routed to the City has already been spent.

He explained that there are some amendments being considered to the No Trespass Policy. He would like this to be run by an attorney before bringing it to the Board.

6. ADJOURNMENT:

Mr. Stebbins MOVED to adjourn the meeting.
Seconded by Ms. Weber Valiante.

**** The Vote on the MOTION passed by roll call:* Chair Oscadal – aye; Emma Wunsch – aye; Donna Hartford – aye; Michael Stebbins – aye; Susan Weber Valiante – aye; Ann Sharfstein – aye; Morgan Swan - aye**
(7-0-0).

The meeting was adjourned at 8:40 PM.

Respectfully submitted,
Kristan Patenaude
Recording Secretary