FINAL

LIBRARY BOARD OF TRUSTEES
REGULAR MEETING MINUTES
Kilton Library Community Room OR
Remote Via Virtual Platform
LebanonNH.gov/Live
June 27, 2023
7:00 PM

MEMBERS PRESENT: **Francis Oscadal (Chair), Michael Stebbins, Kim Rheinlander, Emma Wunsch, Ann Sharfstein, Morgan Swan, Phil Bush (alternate) (remote), Jeff Damren (alternate)**

STAFF PRESENT: **Sean Fleming (Library 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 May 23, 2023 minutes

Ms. Wunsch MOVED to accept the meeting minutes of May 23, 2022, as amended.
Seconded by Ms. Sharfstein.
****Vote on the MOTION passed: (6-0-0).***

Jeff Damren entered the meeting and sat as a voting member. Mr. Bush exited the meeting.

3. NEW BUSINESS

A. Approve the Treasurer's report

Mr. Stebbins explained that the Special Funds line has a deficit of approximately $18,000. The City portion of the Library budget is underbudget by approximately $32,000. Most of the is due to an underrun in the Wages line.

Mr. Swan MOVED to approve the Treasurer’s Report, as presented.
Seconded by Ms. Sharfstein.
****Vote on the MOTION passed: (7-0-0).***

B. Presentation on Potential New Initiatives for Foundation Fundraising

Director Fleming explained that the Foundation is looking for fundraising opportunities. He asked staff what they would like for initiatives at the Library and presented that list to the Board. The Board reviewed the list.

C. Review Public Comments Policy Draft

The Board reviewed the draft policy and made certain amendments. The Board discussed how it would set up the seating in the room, in order to allow for public comment during meetings, per the policy. The Board agreed that it would send the revised policy to an attorney for review and adoption at a future meeting.

D. Review Policy Review Calendar

The Board reviewed the policy review calendar.

E. Library portion of the Lebanon Strategic Plan Discussion

The Board reviewed the Library portion of the Lebanon Strategic Plan. There were no questions, and all felt comfortable with the document, as long as staff is.

4. COMMITTEE REPORTS

None at this time.

5. OTHER BUSINESS

A. Attorney opinion on Trespass Policy Draft and Rules and Regulations Policy

Director Fleming explained that the attorney's opinion is that the Board's Rules and Regulations Policy needs to include more clarity and there needs to be a cap on how long people can be listed as trespass for. The attorney noted that people should be listed as trespass for 6-12 months maximum. Staff is working to edit the policy based on the attorney's opinion.

B. Library director report

Director Fleming noted that Yuli Volentino is officially a Library Trustee. She will likely join the Board meeting in July. The Board will hold its joint annual meeting with the Foundation in July. The City Manager asked that all boards be mindful of the City's Ethics Policy. He explained that Amy Lappin has been appointed to the American Library Association Executive Board. He stated that 50-60 people attended the last Drag Story Hour and there was no protesting of the event. There have also been over 550 signups for summer reading this year.

C. Deputy library director report

None at this time.

D. Form ad hoc committee on library closings

The Board agreed to form an ad hoc committee to discuss Library closings.

E. Vacant positions: alternate trustee, trustee rep to the library foundation, finance committee members

Chair Oscadal explained that the Board is seeking an alternate Trustee, a Trustee representative to the Library Foundation, and Finance Committee members. Chair Oscadal stated that he would join the Finance Committee.

Director Fleming stated that it may be wise to let the entire community know about the open alternate position. He has heard comments regarding the Board not being very diverse and not reaching out to all constituents.

Ms. Rheinlander expressed interest in being the representative to the Library Foundation. Ms. Sharfstein also expressed interest.

6. ADJOURNMENT:

Mr. Stebbins MOVED to adjourn the meeting.
Seconded by Mr. Swan.
****Vote on the MOTION passed: (7-0-0).***

The meeting was adjourned at 8:27 PM.

Respectfully submitted,
Kristan Patenaude
Recording Secretary