

**Library Memorial Library  
Board of Trustees Meeting  
July 21, 2021  
6:00 PM  
Minutes**

**A. Call to Order** The meeting was called to order by Vice Chair Theresa Evans at 6:03 pm.

**B. Attendance:** In attendance were Library Director Amanda Reynolds Cooper; Vice Chair Theresa Evans; Treasurer Chris Hendry; Secretary Kimberly Olson; Alternate Lynn Cutting voting for absent Sheila Ewell, and Assistant Director Stacy Mazur. Also absent was Brian Abasciano.

**C. Officer's Report**

- a) Secretary - Minutes from 6/16/21: Approved minutes with a motion made by Theresa and seconded by Lynn. The motion passed with all in favor.
- b) Vice-Chairperson Theresa had no report.
- c) Treasurer Chris reviewed the monthly report.

**D. Reports**

- a) Director Amanda Reynolds Cooper's report and the monthly financials were received and discussed.
- b) Monthly Spending: The report was reviewed.
- c) Assistant Director / Teen Services: The report was reviewed.
- d) Public Services: The report was reviewed.
- e) Children's Services: The report was reviewed.
- f) Technical Services: The report was reviewed.

**E. Old Business**

- a) Policy – Library General Policies, Trustee duties throughout (tabled until September 15, 2021)
- b) Staff – Director's evaluation (tabled until August 18, 2021)
- c) Other

**F. New Business**

- a) Finance
  - (i) 2022 Budget request: Stacy and Amanda reviewed the 2022 Budget Proposal.
    - (1) Non-public session as needed per RSA 91-A:3, II a: Chris made a motion and Lynn seconded to go into non-public session (to discuss personnel compensation) at 6:33 pm. A motion was made by Kim to seal the non-public minutes for 2 years, seconded by Chris and unanimously passed. A motion to go back to public session was made by Chris and seconded by Lynn at 7:07 pm. Kim made a motion and Lynn seconded to accept the budget proposal for 2022. The motion passed unanimously.
- b) Policy – Tent Use Agreement: Theresa made a motion to accept the Tent Use Agreement, Kim seconded and it passed unanimously.
- c) Other:

**G. Friends Report:** Theresa shared the Friends of the Library Report:

Votes:

Approved cancelling both the Fall Book Sale and the Holiday Craft Fair for 2021 because of the likelihood of continued library restrictions on book donations and attendance limits. There was concern that if and when these restrictions were lifted there would not be enough time to secure volunteers, etc. to be successful.

Treasurer's Report:

The Friends netted approximately \$40,000 from our week of gaming at the Brook with another \$500 in income from memberships and a donation. Expense highlights include approx. \$600 in programming and supplies for summer programs and an additional \$650 to renew our passes for the New England Aquarium.

New Business:

We set the tentative date for our Annual Meeting at September 15th but this is likely to change at our in-person August meeting.

Mary Lou Heran  
President

**H. Summary of Decisions Made**

- Minutes approved
- Motion passed to go into non-public session.
- Motion passed to seal the non-public minutes for two years.
- Motion passed to return to public session.
- Motion passed to accept the 2022 proposed budget.
- Motion passed to accept the Tent Use Agreement.
- Motion passed to adjourn.

**I. Next Meeting-** August 18, 2021, @ 6:00 pm

**J. Adjournment:** A motion to adjourn was made by Chris and seconded by Theresa at 7:16 pm with all in favor.