

BOARD OF TRUSTEES, PLAINFIELD TOWN LIBRARIES  
February 17, 2017; Philip Read Memorial Libraries  
12:00 PM

Draft Minutes

Present: Emily Sands, Jean Strong, Mark Pensgen, Nancy Liston, Mary King, director

Absent: Suzanne Spencer

Call to order 12:02.

Mark Pensgen moved to approve the agenda. Nancy Liston seconded. All voted in favor.

Announce: Non-public session announcement RSA 91-A:3, II, if necessary

- (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted.
- (b) The hiring of any person as a public employee.
- (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting.

No public comment

Mary is working on addressing the Department of Labor citations at Philip Read with Brad Atwater reporting on future projects and his schedule to do them. He will give a soup to nuts list of what is on radar now for both buildings. PRML attic cap discussed. Potential ac at PRML discussed. Energy savings discussed with some of these items. South doorway and landing at PRML are rotting.

Financial update – the board needs a signer for checks in interim after mark leaves. The board authorizes who is signer for each bank account and then signature cards. There are 3 other accounts with funds invested and they need to be changed over. We could liquidate and put in a savings account.

Mark made a motion for the board to authorize Emily sands to act as an additional signer for all accounts for Meriden library and Claremont savings bank and all accounts for PRML at Mascoma. Nancy second. All voted in favor.

Emily motioned that Jean and Nancy Liston will discuss the MOU with both friends groups. Mark seconded. All voted in favor.

Director report. Stats are same but will now have teen, special, and conference room stats in report. Age tracking will be broken out now, which will be useful for state report. All stats will now be collected in evergreen.

Mary will be counting patron visits differently based on federal definition by librarian for administration at NH state library.

Mary will sell VHS' sand then they go to landfill. Furniture in shed will be offered to PRML friends but with a time frame for removal.

Mary will be doing staff evaluations.

Mary wants signs in library indicating two warrant articles relating to town meeting. Emily sought legal advice and we can provide facts but not advocacy.

Emily made a motion that we adopt the June 3, 2015 minutes of the select board and non public minutes of Select board as our minutes. Mark seconded. All voted in favor.

Emily moved to adjourn and Jean seconded. All voted in favor.

Adjourned at 142pm.