

Freedom Public Library Trustees Minutes  
May 12, 2022

Present: Paul Mathieu, trustee/board chair; Luane Genest, trustee/secretary; Ann Pierce/trustee; Cindy Fleming/ Friends of the Library; Chris Libby/ Library Director Excused: Robin Waters, Maureen Elliott

Paul called the meeting to order at 2:04 pm

**Consideration of Minutes**

**A motion to accept the minutes as written made by Paul and seconded by Luane passed unanimously after a correction to wording was suggested by Ann. "Library will be given first quarter disbursement of \$2,805.99 from The Friends of the Library.**

**Treasurer's Report**

Paul presented Robin's report.

- Funds from Town and Friends were accepted.
- Chuck Brooks received a letter in September about the auditing of trust funds and passed it along to Paul. Paul will ask Robin about where we stand on the auditing of trust funds
- We will ask Robin about DVD line in expense report.
- We have \$200.00 in unanticipated gifts. Is this for Bill Stoops? Luane will contact Robin when she returns on 5/16/2022 to ask how we should proceed with notifying family and thanking those who donated.
- Luane suggested we order thank you notes specific to the Library. She will price them out at Minuteman Press.

**A motion to accept the Treasurer's Report prior to next month's meeting with the stipulation that we get questions about the report answered prior to next month's meeting on June 9<sup>th</sup> was made by Ann and seconded by Luane passed unanimously.**

**Chris presented the Director's Report**

Chris reported that we do not have a Youth Coordinator. The Trustees agreed that we have a professional obligation to provide Preschool Story hour and Fun Friday for our patrons. Luane Genest agreed to assist Amanda Feuerborn with both Story hour and Fun Fridays.

**A motion that Luane Genest assist Amanda Feuerborn with both Story hour and Fun Fridays for the 5 weeks of Summer Reading with Amanda taking the lead role was made by Ann and seconded by Paul passed unanimously.**

### **Main Agenda**

- Review of passes made available through Friends
- Ann reported that the Library has very little need for volunteers with kudos to Chris for his efficiency
- Check is in the mail for Morrow Fund. A date to accept the funds must be set and posted. Luane will post at Town Hall, Post Office, and Library.
- Ann and Paul have been researching models for Chris's evaluation. They will modify the NHLA model to make it more specific.
- Entry Construction: Town will pay. We need to advertise for a contractor. Chris needs a description with specifics of what we are looking for. Ann will ask Chuck to report information to Chris.
- Custodian Search Update: Paul will call Freedom Elementary to see if their custodian is interested.

### **Non-public session**

At 3:00, motion by Paul and seconded by Ann to go into non-public session in accordance with RSA 91-A:3,11(a) the dismissal, promotion, or compensation of an employee passed with Paul Mathieu, Ann Pierce, and Luane Genest all voting in favor. Chris Libby said he was comfortable having a discussion about his request for additional hours in a public meeting. The trustees agreed to have the discussion with Chris present.

Chris included a spread sheet of actual hours worked and requested an additional 4 hours be added to his weekly allotted hours. It was decided that we would wait until Robin Waters could be present for a decision so she could answer budgetary questions.

**A motion to adjourn was made by Luane and seconded by Paul passed unanimously.**



**Freedom Public Library  
 Librarian's Report, Trustee List  
 May 2022**

- Museum Passes for this year will include Castle in the Clouds, Children's Museum & Theater of Maine, Coastal Maine Botanical Gardens, Libby Museum of Natural History, Squam Lakes Science Center, and the Wright Museum of World War II. (The buildings at Remick remain closed, but the grounds are free to visit.)
- At their spring meeting, the Friends approved the amended budget requests.
- The door counter finally died outright. The replacement purchased last year has been installed, and seems to be working.
- Interviewed candidate on May 5<sup>th</sup> for the position of Youth Programming Coordinator. Was unable to contact the other applicant for an interview; I think my emails went to their spam folder, and their voicemail inbox was full when I tried to call.
- No proposals for custodial services have been received. Elizabeth recommended contacting the Elementary School custodian to see if she might be interested.
- Have decided to give a \$10 Amazon gift certificate to all Summer Reading participants who read 6 books, instead of fudge. That way, people will be able to use it for a prize of their choosing, and there won't be any worries about allergies.
- *Well-Versed* is our new poetry reading program, happening once a month (though maybe not in July); last presentation was on May 6<sup>th</sup>. I'll be working to create on-demand listening for poems in the public domain, as soon as I find time to edit.
- I will need some help/advice on disposing of items we no longer need; the "Library Sale" idea didn't bear any fruit. I'd like to have the front wall of the workroom cleared off by mid-June so that there's space to store donated books for the OHW book sale.
- Margarete will be taking a vacation the week of October 2<sup>nd</sup>. I will remind everyone of this at the September meeting. Still waiting to see when Amanda wants to take a vacation.
- Carpet cleaning is scheduled for Saturday, June 4<sup>th</sup>. Cleaner mentioned that the rubber-backed mat we have in front of the door stains the carpet black. Not much we can do about the stain; any recommendations for something weather-proof with less rubber?
- I would like to petition to have my number of salaried hours increased. From 9/12/21-4/23/22, I have worked 145.5 hours above the 800 for which I'm currently salaried, with an average of 59 hours per pay period (29.5 hours per week).

	Salaried	Worked	
9/25/2021	50	55.25	
10/9/2021	50	53.75	
10/23/2021	50	64.75	
11/6/2021	50	63.5	
11/20/2021	50	58.5	
12/4/2021	50	57	
12/18/2021	50	59.75	
1/1/2022	50	52.75	
1/15/2022	50	62.25	
1/29/2022	50	66	
2/12/2022	50	58.25	
2/26/2022	50	60	
3/12/2022	50	60	
3/26/2022	50	62.75	
4/9/2022	50	56.25	
4/23/2022	50	54.75	
<b>Total:</b>	800	945.5	
		+145.5 hours	
		Average of 59 hrs/2 wks	