



WEEKS PUBLIC LIBRARY

36 Post Road | Greenland | New Hampshire 03840 | PH 603 438 548 | FX 603 427 0913 | www.weekslibrary.org

Trustees' Meeting Minutes Tuesday, June 11, 2024 Weeks Public Library Conference Room

Present: Chair Chris Peters; Trustees Eileen Bischoff, Libby Ellwood, Jane Man; Alternate Trustees Mary Ann Boxwell, David Phreaner. Trustee Kari Bivona was not present, David Phreaner served at Trustee in her place. Library Director Adam Shlager was not present.

The meeting was called to order at 4:30 p.m.

1. Approve Donations –

- A motion was made by Libby Ellwood and seconded by Jane Man to accept a donation from Carolyn Weeks-White in the amount of \$11,000.00. A voice vote was taken; all in favor, motion carried. The Trustees thank Carolyn Weeks-White for her generous gift and are grateful for her support.
- A motion was made by David Phreaner and seconded by Eileen Bischoff to accept a donation from the Friends of the Library in the amount of \$4,230.00 for the Summer Reading Program, the NH Parks Pass and the heat press. A voice vote was taken; all in favor, motion carried. The Trustees thank the Friends for their generosity and continuing support of the library.

2. Alternate Trustee Welcome –

Mary Ann Boxwell was formally welcomed as an Alternate Trustee. The Trustees look forward to having her on board.

3. Approve Minutes –

A motion was made by Jane Man and seconded by Libby Ellwood to approve the minutes of the May 14, 2024 meeting. A voice vote was taken; all in favor, motion carried.

4. Treasurer's Report –

The year to date budget was reviewed and discussed.

5. Director's Report –

Chris Peters presented the Director's Report. Items of note included:

- Ceiling fans for the Living Room were discussed. A motion was made by Eileen Bischoff and seconded by David Phreaner to authorize Adam Shlager to purchase 2 ceiling fans for the Living Room at his discretion at a cost up to \$2500.00 for purchase and installation. A voice vote was taken; all in favor, motion carried.
- Photo printing is now available at the library.
- Adam Shlager has been certified as a notary. The library is pleased to be able to offer notary services to the community.
- The Children's Room reorganization has been tabled to September.
- Circulation statistics were reviewed.

6. Old Business –

- a. TD Bank Update – Adam Shlager is in the process of opening a new library account at TD Bank.
- b. Construction Update – Construction issues were discussed.
- c. Dick Rugg's Map – Dick Rugg has a map of Greenland that he would like to donate to the library and has generously offered to cover the cost of framing. A motion was made by Chris Peters and seconded by Jane Man to authorize Dick Rugg to have the map framed in a manner appropriate for display in the library.

A voice vote was taken; all in favor, motion carried. Chris Peters will contact Mr. Rugg. The Trustees thank him for his generosity.

7. New Business –

- a. Ceiling Fans for the Living Room – This was discussed with the Director's Report.
- b. Library Trust Funds – The status of the library's trust funds, along with other trust funds, was discussed.
- c. NHLTA Conference – Chris Peters and David Phreaner will prepare a recap of the June 5th NHLTA conference.
- d. Other New Business – An appreciation video for Marcia and Craig McLaughlin was proposed by David Phreaner, to thank them for all they have done for the library. The Trustees agreed and David will pursue the idea further.

8. Next Meeting and Adjournment –

The next monthly meeting of the Trustees will be held Tuesday, July 9, 2024 at 4:30 p.m. in the Weeks Public Library Conference Room. A motion was made by Eileen Bischoff and seconded by Chris Peters to adjourn the June 11, 2024 meeting. A voice vote was taken; all in favor, motion carried.

The June 11, 2024 meeting was adjourned at 5:28 p.m.

Respectfully submitted,

Eileen M. Bischoff, Secretary