

# **PEMBROKE PUBLIC LIBRARY BOARD OF TRUSTEES**

*Meeting Minutes for February 13, 2020*

**ATTENDING:** Mary Beth Courtright, Larissa Curley, Sean Fitzpatrick, Melissa McCleary (Youth Services Librarian), Jill Taylor, Deborah Wall (Library Director), and Carol Watches.

Larissa Curley, Chairperson, called the meeting to order at 6:37 P.M. The minutes of January meeting were read. Mary Beth made a motion to accept minutes as written, Sean seconded, and it was so voted.

**OLD BUSINESS:** Debbie submitted two articles for Town Meeting, related to the State's minimum wage increase. Lower tier staff wages, which have always been above minimum wage, are now roughly equal to the minimum wage hourly rate which became effective on January 1, 2020. The Selectmen have asked Debbie to meet with them to "clarify" the details of the articles.

\$10,000 for technology as well as funds for carpeting have been added to the Town Meeting Capitol Plan.

The two all-in-one units and new Mac provided by PACTV have arrived and have been installed in the Children's Room. More fun stuff will be arriving very soon!

**DIRECTOR'S REPORT:** The Director's Report for January was read. Discussion was held on where to locate the new podcast and other technology in the library. Sound-proofing the alcove or using the History Room are options.

Mary Beth moved to accept the Director's Report as amended, Jill seconded, and it was so voted.

**YOUTH SERVICES REPORT:** The Youth Services Report for January was read. Teens loved the Teen Puzzle Race, so much so that the teams switched puzzles and raced a second time. Melissa created a proposal for "1,000 Books Before Kindergarten"; stay tuned for more information on this great idea.

Sean moved to accept the Youth Services Report as written, Jill seconded, and it was so voted.

**REFERENCE LIBRARIAN'S REPORT:** The Reference Librarian's Report for January was read. There were a total of 35 reference requests in January, with two by phone and the remainder in person. 183 people attended a total of 15 events during the month.

Mary Beth moved to accept the Reference Librarian's Report as written, Sean seconded, and it was so voted.

**FINANCIAL REPORT:** The Financial Report for January was reviewed.

Mary Beth moved to accept the Financial Report as printed, Carol seconded, and it was so voted.

**MAINTENANCE:** Trustee Room chair rails will be added soon. The majority of interior and exterior painting has been completed. The remainder will be completed this spring. Roof shingles are falling from the roof; Debbie will contact a roofing company next month to request a quote for repair.

**FRIENDS NEWS:** The Friends had a very productive meeting on Tuesday (February 11<sup>th</sup>). Discussion was held regarding the Christmas ornament for 2020.

**FOUNDATION NEWS:** No news to report.

**NEW BUSINESS:** A Health and Wellness LSTA grant application is in progress. The first draft is due to be submitted to the State next week.

The next meeting of the Board of Trustees will be held on Thursday, March 12, 2020 at 6:30pm.

Mary Beth moved to adjourn the meeting, Carol seconded. The meeting was adjourned at 7:31 P.M.

Respectfully submitted,

Jillian Taylor  
Secretary