Meeting Minutes
April 18, 2016

Trustees attending: Marc Wilson, Douglas Mansfield, Jim Clark, Donald Petterson, John Hayes

From the Library: Betsy Solon

The Meeting was called to order by Marc at 6:05 PM.

Marc asked if the minutes from the March 21 meeting needed any changes. Discussion ensued concerning changes to the Open Access Policy. Trustees voted to add the ALA “Freedom to View” statement.

Motion to accept minutes as amendment was made by Jim, seconded by Don, and passed.

Treasurer’s Monthly Report:
Don presented specifics of the monthly report noting that the budget is on track.

Director’s Report:
Betsy presented the Director’s Report for April 18. She noted that MEB staff would attend the NHLTA annual Conference. Betsy attended a presentation by the NH Depart of Labor, noting that the time sheets are kept four years. Betsy will attend a Workshop next week on Intellectual Freedom and Patron Privacy. Gutters will be cleaned; painting will be completed. Peoples United Bank (PUB) needs signature for Jim to be able to sign checks. Don, Jim and Betsy will go to the PUB to add Jim to the account signature card. Betsy will attend the NHLTA on May 23. All MEB staff will be trained in CPR and in the use of Defibrillator machine; and NARCAN training. The Library emergency plan will be completed by July 14th for the Town Safety Committee. Trustees will review The Emergency plan at the next meeting. Therapy dog training was completed. This is a program and service which makes a trained dog available for sessions for children who are reluctant readers.

Old Business:
Marc will contact the Town Administrator concerning approval of alternate trustees.

New Business:
Betsy will review the Collection Development Policy and Procedure this summer. Betsy will send Emergency Policy to Trustees for review.

Non-public Meeting Session not required.

A Motion to adjourn was made by Marc and seconded by Doug; meeting closed at 6:45 PM.

Respectfully submitted by John Hayes.

Next Meeting: Monday May 16, 2016 at 6:00 pm