

Pillsbury Free Library, Warner, NH
Board of Trustees

Trustee Monthly Board Meeting
Mar 18th, 2025

1. Call to order 6:30pm.

Attendance: Chair: Dana Myskowski, Members: Michael Simon, Mike Brown, Cassey Greene, Hannah Leigh-Brown, Jan Gugliotti, Teresa Hathaway Absent: Lois Shea and Holly Holmes
Library Director: Nancy Ladd

2. Minutes from Feb 18th 2025 Monthly Board Meeting

Motion to accept the Feb 2025 minutes as amended: Jan 2nd: Cassey Accepted

3. Board New Year Organization

a. Welcome new and re-elected Trustees.

Cassey Greene (2026), Mike Brown (2028), Hannah Leigh-Brown (2028), Teresa Hathaway (2028). and Holly Holmes (2027)

b. Trustee Notebooks Terry brought in the Trustee Notebooks. As this meeting was going to be a long meeting, she did not take the time to go over the contents. Next month she will walk the members through the notebook and take comments and questions then.

c. Committee Sign-up Dana handed out the list of the committees with descriptions and asked each Trustee to mark their preferences for at least 2 if not more committees.

d. Officers Dana presented new wording for the descriptions of the Board of Trustees Officers for a first read. These descriptions will update in the PFLTrustee Bylaws.

Officers for 2025 The committee elected the following slate of officers for 2025

Corresponding Secretary - Lois Shea	Motion to accept: Mike S 2 nd Mike B	Approved
Recording Secretary Jan Gugliotti	Motion to accept: Mike S 2 nd Mike B	Approved
Assistant Treasurer – Jan Gugliotti	Motion to accept: Dana 2 nd Terry	Approved
Treasurer – Mike Brown	Motion to accept: Dana 2 nd Terry	Approved
Vice Chair – Hannah-Leigh Brown	Motion to accept: Dana 2 nd Mike S	Approved
Chair – Dana Myskowski	Motion to accept: Mike S. 2 nd Terry	Approved

4. Building Repairs

a. Frank Anzalone, architect, attended as a guest, to answer any questions on his draft quote for first steps in planning, which include: Investigating and determining existing conditions, Repair Recommendations, and Design Development and Architecture study.

Motion to sign contract with Frank Anzalone Associates for the study of our three areas needing repairs and or construction. Mike B. 2nd Dana **Approved**

Motion to access funds from the Library's Capital Reserve Fund to cover contract expenses.

Discussion: Board members will be meeting with town officials to determine proper procedures for contracting and paying for work on the library building which is owned by the Town. After the discussion the Board will decide which funding route is the best. Either the Capital Reserve or pulling money from various funds.

5. Treasurer's Report

a. Acceptance of donations

Motion to accept donations of **\$636.18**: Mike B. 2nd Dana. Accepted Unanimously

- b. PDIP: Mike pointed out that PDIP is still getting good interest rates of 4.37% on a seven day yield. Rate stable for the last week.
- c. The Hand family recently visited the library and donated the money to pay for the new tables. A plaque will be placed in this area.

6. Committee Action Items:

- a. **Programs and Public Relations Committee** Reminder of the Skywatch program on Thurs Mar 27th and other upcoming events
- b. **Technology Committee** The review and update of the Tech goals have been completed. Copies will be distributed for filing in the new Trustee Notebook.

7. Director's Report

- a. **Newbury Library** Reminder of the NHLTA gathering of area Trustees on Monday May 12th at 10 a.m.
Refreshments: PFL Trustees will be responsible for refreshment

8. Executive Order Response to the recent Executive order on IMLS funding.

- a. Dana prepared a letter from the Trustees in response to possible issues with Federal funding of the Institute for Museums and Library Services. IMLS libraries with federal funds, which we use for several services – such as Inter-Library-Loans.
- b. Committee members offered some minor changes to the response letter.

Motion: to distribute the PFL response to the executive order to local newspapers, bulletin boards, library website, ILL patrons, on counters etc...(The Board decided not to post to social media) Motion: Mike B. 2nd: Terry

APPROVED

Motion to adjourn: Mike S 2nd: Jan All in favor

Meeting adjourned at 9:00 pm

Next meeting will be Apr 15th at 6:30

Respectfully submitted by Teresa Hathaway