

Pillsbury Free Library, Warner, NH
Board of Trustees

Trustee Monthly Board Meeting
May 20th, 2025

1. Call to order 6:30pm.

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

2. Minutes from April 15th 2025 Monthly Board Meeting

Motion to accept the Apr 2025 minutes as amended: Hannah 2nd: Mike B. All in favor

3. Treasurers Report

a. Mike B reviewed the Balance and the Budget vrs Actual sheet.

b. Donations: The combination of the Flea Market and Bake Sale brought in \$1,137.82 in Donations.

MOTION: to accept the donations of \$1,137.82 Hannah 2nd Mike B. All in Favor

c. Building Project Funding:

MOTION to send a letter to the Trustees of Trust Funds to release only \$2,000 at this time for the deposit on the Architect's Contract: Mike B 2nd Mike S. All in Favor

d. Two Payroll Requests

MOTION that the Trustees approve a \$1,000 Bonus through Payroll for Nancy in honor of her 40 yrs as the PFL Director: Dana 2nd: Lois All in Favor

MOTION in additional to pay for the associated employee expenses, such as Social Security, Medicare and NH Retirement. Mike S 2nd Mike B All in Favor

MOTION to accept the Treasurers Report: Dana 2nd: Terry All in Favor

4. Corresponding Secretary: Nothing to report

5. Committee Action Items:

+ Dana will be posting the monthly meeting schedule. Please be on the look out for her request for information and respond promptly. Also try to keep changes to a minimum.

a. **Programs and Public Relations Committee** Attendance at April programs: 10 Lamps Repaired, and 17 Bikes repaired, 25-30 at the craft swap on a rainy day. Banned Books coming up October 1st raffle.

b. **Technology Committee** Met for an in-person discussion of when to schedule meetings. It was decided to schedule a meeting once every quarter, with the option for the Director to request other meetings if needed. The following dates and times were chosen: Sat June 28th at 10:00 am, Sat. Sept 6th at 10:00am, and Sat Nov 22nd at 10:00 am

Nancy walked us through some of the new Website. When the Library moves to the address will change from warner.lib.nh.us to pfl.warnernh.gov

c. Personnel and Policy

Terry presented the Child Safety Policy for the second read.

-Among the edits was a discussion on Emergency Services. It was decided to change the capital letters to emergency services. The Director will talk with the Police Chief on his recommended for ways to deal with situations that might arise.

MOTION to accept the 2025 Child Safety Policy as amended: Hannah 2ndMike B.

All in favor

- The Newbury Library shared their Policy on Reconsideration and their form on Request for Reconsideration. Terry informed the board members that the PFL Trustees Notebook Tab 12 has our Policy and Reconsideration Request form. She invited them to compare them for future rewrites.

6. Director's Report

Monthly report was provided to all Trustees. Nancy mentioned some of the highlights such as the Friends, Author and Artist program, Kid Frankenstein play, and AED orientation at Town Hall on May 28th.

She attended presentations on alternate circulation systems – just in case the state loses funding for our circulation system.

Status of the Propane tank and propane delivery is in a state of flux at the moment.

Nancy will be taking Sept 11-21 off for a vacation trip that she has not been able to take since the onset of COVID. Well-deserved time off.

Motion to adjourn: Lois 2nd: Mike S

All in favor

Meeting adjourned at 8:14 pm

Next meeting will be June 17th at 6:30

Respectfully submitted by Teresa Hathaway

PFLTrusteeMinutes 2025-05-20FINAL