

Pillsbury Free Library, Warner, NH
Board of Trustees

Trustees Monthly Borad Meeting
June 17th 2025

1. Call to order 6:40 pm

Attendance: Vice Chair: Hannah Leigh-Brown Members: Mike Brown, Michael Simon, Holly Holmes, Teresa Hathaway

Absent: Dana Myskowski, Lois Shea, Cassie Greene, Jan Gugliotti

Director: Nancy Ladd

- 2. Minutes** Terry explained corrections that were made to the original May 20th Draft within 5 days of the meeting. These changes were to paragraph 3.d. The motions were shortened leaving only the correct wording for requesting funds.

MOTION: To approve the May 20th Minutes: Terry 2nd: Holly APPROVED

- 3. Summer Mtg Schedule** Discussion on which month to NOT meet: July 15th, Aug 19th or Sept 16?

MOTION: To skip the Aug 19th meeting: Mike B. 2nd Hannah APPROVED

If the Board dose not get a quorum for the July meeting, that will be the skipped meeting and we will meet in August.

4. Treasurer's Report

Donations; as of Jun 10th:

MOTION: To accept \$250 in donations: Mike B 2nd: Hannah APPROVED

Mike B. reviewed the financial reports, noting that the Profit and Loss report is solid. He has signed the initial contract with Frank Anzalone Associates for the study of our three areas needing repairs and or construction, and paid out the \$2,000 down payment.

MOTION: To accept the Treasurers Report: Mike S 2nd: Holly

5. Committees

- a. Committee Protocol for DRAFT and FINAL Minutes.

-within 5 days of a meeting the new draft minutes and the final minutes of the previous month's meeting are to be emailed to, 1. Dana 2. Terry and 3. your committee members. This can all be done in one email.

- b. **Building & Grounds**

1. Fire Alarm Panel and Smoke Alarm Glitches appear to be caused by repeated water dripping into one smoke alarm. The Librarian is seeking a waiver to remove that one alarm.

2. Propane Tank

MOTION: to allocate enough funds to purchase the propane tank from Huckleberry

Propane: Mike B 2nd: Mike S APPROVED

- c. **Technology**

The new Website [Pillsbury Free Library – Serving Warner, NH since 1892](#)

or Library.WarnerNH.gov is now active, but still needs some work. If you see something that needs to be changed please let Nancy know.

d. Personnel and Policy

The Committee is still working on the review of the PFL Volunteer Policy.

We have added an AI policy to our to do list. We have a couple of samples from other Libraries. Our committee will seek help from other Trustees with more AI experience to help us understand what we need to have in this policy.

6. Director's Report (see monthly report attached)

-Passes still well used. Mt Washington Cog Railroad has a 2-for-1 pass for \$84

-Nancy is working with DPW to try and fix the leaking outside water faucets.

-The Architect is coming Wednesday June 25th with engineers.

-Nancy would like to thank Dan Watts and Nathan Kendrick for their help and support getting the new Website up and running.

7. Google Drive

Hannah has offered to do training sessions on Google Drive. She will send out possible dates and times.

MOTION to ADJOURN Mike B 2nd: Holly

APPROVED

Meeting Adjourned at 7:40.

Next meeting will be July 15th at 6:30 pm