

Pillsbury Free Library
Board of Trustees
Monthly Board Meeting
July 15, 2025

Call to Order 6:30pm.

Attendance: Chair: Dana Myskowski, Members: Michael Simon, Mike Brown, Hannah Leigh-Brown, Jan Gugliotti, Cassey Greene, and Teresa Hathaway

Absent: Holly Holmes and Lois Shea

Library Director: Nancy Ladd

Minutes from June 17th, 2025 Monthly Board Meeting

Motion to accept the June 2025 minutes as amended. Moved: Mike B, 2nd Jan.

Approved

Corresponding Secretary

No new matters.

Several people were mentioned to receive Thank you notes for their work on the new Website.

Treasurer's Report

a. Finance

Budget vs. Actual as of July 10th - half way through the year. We are close to where we should be, but there are issues such as the multiple leaks in the mini-split system that might throw us off budget.

Mike B. is still waiting on response from the Trustees of the Trust funds for the funds for the Architect. Their next meeting is July 23rd at 5:30.

Motion to approve the Finance report. Moved: Michael S. 2nd: Jan. Approved

Donations for this period all came from SquareUp.

Motion to accept donations of \$96.80 Cassey, 2nd: Mike B. Approved

Finance Meetings: Skip August; next meeting - Thursday, Sept. 11, 2:00 pm

COMMITTEE

a. Programming & Public Relations – not meeting during the summer

b. Building & Grounds

- Mini-splits -Contractor visited on July 1st and id-ed the issue. They added a blue dye to help track the leak(s). Expenditures on this issue so far: \$1,000. This appears to be an installation problem for the company to fix.
- The Architecture firm has begun to evaluation the HVAC System and sent 2 people to measure every nook and cranny of the inside of the building.

c. Technology – Meeting scheduled for June 28th did not get a Quorum so the

meeting was cancelled. Terry had nothing to report. The next Tech Committee will be Sept 6th at 10 am

Nancy – is considering adding library related photographs to the NHSL's database using an AI service which will automatically add all the metadata which is very time consuming if a human does it.

Jan - spoke about a program that might require some help from technology to set up. Oceanographer Robert D. Ballard and other explorers offer real time videos of explorations at the ocean floor, others show the insides of volcanos, caves etc. We will look into this before our next meeting.

Hannah will be organizing an in-person training for Trustees on **Google Drive**.

d. Personnel and Policy

Director's Evaluation Program The committee has been working on a new program for the Director's Evaluation. Terry presented the draft to the Board members and asked them to review it and let her know their thoughts etc.

Policy: The committee is currently working on the Volunteer Policy

Next Meeting will be August 12th at 3:30pm

Director's Report

Mt Washington summer passes for the Cog Railroad admit 2 for the price of one person which is a great deal as the price is \$84 per person.

See attached report for more details.

August Meetings no Board meeting, no Programs, B&G if needed, Personnel and Policy Aug 12th. Tech is scheduled for Sept 6th but might meet in Aug if they can get a Quorum.

Motion to adjourn: Terry 2nd Mike B

Approved

Meeting Adjourned at 8:15 pm

Next Meeting will be Sept 16th at 6:30pm

Minutes taken and prepared by: Teresa Hathaway