

PILLSBURY FREE LIBRARY
WARNER, NH

Board of Trustees
Monthly Meeting
Sept 16th 2025

Call to Order: 6:30 pm

Attendance: Chair: Dana Myskoski, **Members:** Jan Gugliotti, Teresa Hathaway, Holly Holmes, Hannah Leigh-Brown, Lois Shea, and Michael Simon

Absent: Michael Brown and Cassey Greene

Director: On vacation

Minutes: Motion to approve the minutes of July 15th 2025 with minor changes:

Hannah 2nd: Jan

APPROVED

Motion: For the Corresponding Secretary to send a letter to the Board of Selectmen recommending the approval of Sherry Colfer as an Alternate Trustee: Mike S: 2nd: Lois

APPROVED

Treasurers Report: Jan G. (no financial reports available at this meeting)

Motion: to accept \$206.24 in donations from library book bag sales: Michael S. 2nd: Lois

ACCEPTED

Jan spoke on the regular finances of the library and how well she feels we were doing.

Dana reviewed the unexpected, and out of our control expenses, we have had so far this year as well as the projected repairs to the building.

Mini splits repair \$5,000,

Fire Panel \$400

Architect work on research and development of a Triage plan to fix the building issues

\$60,000 so far

Roof Repair – Slates are fine but the caulking between them is gone, causing leaks. The estimate is \$12,000 just to tighten up the roof for this winter.

Motion: to approve the Finance report: Lois 2nd Hannah

APPROVED

Programs:

Oct 1st Banned Books Week The Committee will be hosting a Trivia program again, possibly adding a 30 break and having 2 sessions so that Reed's North can have a change over of tables.

Fall Foliage Festival: Lois spoke about the need of volunteers for preparations, moving books, staffing the book sale etc. The Director will be setting up the sign-up program when she returns from vacation.

Personnel and Policy:

Policy Teresa presented 2 small policies for the Board's 1st Read. These will be brought back in Oct for the 2nd read and approved.

General Library Objectives (last reviewed 2018) Several updates and changes were made

Policy on Cooperation with Other Libraries (Last reviewed 2020) No changes were made

A third small policy Procedures, was recommended by the Policy Committee to be deleted or retired. However, at this time we do not have a policy in place on how to deal with redundant or no longer relevant policies.

The Committee will review and revise the current policy on Policies: Policy on Adopting New Policies, and on Reviewing and Amending Existing Policies.

Para 2. Existing Policies should be reviewed, updated or amended, and re-adopted on a regular basis (ideally at least every 5 years, or more frequently as needed) to ensure that they cover changes in technology, laws, regulations etc.

Personnel

Teresa handed out the current Director Evaluation forms with return envelopes for returning them by 30 Sept. She will consolidate the data and comments and present first to the Personnel Committee and then at the Oct meeting of the full Board.

The new Evaluation program still needs input from the Board to make sure Teresa is on the right path for a more relevant evaluation program, both for the forms and process.

Technology The finished Technology goals will be made available to the full board for review and to use a sample of how to write other committee's goals. Dana will place them on the shared Google Drive. Teresa will provide digital copies upon request. It is a fairly long document so she will not be making paper copies at this time.

Director's Report The regular report is available on the shared Google Drive.

Old Business: Hannah will work on getting a date for the Google Drive instruction.

Motion to Adjourn Lois 2nd: Holly APPROVED

Meeting adjourned at 7:30pm

Next Meeting will be Oct 21st at 6:30

Minutes prepared by Teresa Hathaway