

Pillsbury Free Library  
Warner, NH

Board of Trustees  
Monthly Meeting  
Nov 18<sup>th</sup> 2025

**Called to order at 6:30 pm**

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

Review of Minutes:

**Motion** to approved the minutes of Oct 18<sup>th</sup> 2025 with edits: Jan 2<sup>nd</sup>: Hannah APPROVED

**Announcement:**

- The library will be co-sponsoring a program with the Warner Historical Society on “How Electricity Changed Early New Hampshire”. The program will be held at the Town hall on Saturday Feb 7<sup>th</sup> from 2:00 to 3:30. (weather date Feb 28<sup>th</sup>)

**Treasurers Report**

Financials: as we approach the end of the fiscal year our operating fund is starting to get low. Of the \$50,000on the spread sheet \$22,000 is for personnel.

Budget vs Actual: our income is 106% of our budget.

**Motion** to accept \$571.14 in donations: Mike B 2<sup>nd</sup>: Cassey APPROVED

The \$15,000 donation accepted in October, is being used for the roof repair that is currently underway.

**Motion** to accept the Treasurer’s Report: Jan 2<sup>nd</sup>: Teresa APPROVED

**Investment Policy**

**Motion** to approve the Investment Policy: Mike S 2<sup>nd</sup>: Mike B. APPROVED

**Building and Grounds**

B&G Committee continues to meet with the architect, next meeting will be in early Dec.

**Personnel and Policy**

There are 2 policies waiting on more state updates and guidance before we can finalize our policies.

1. Volunteers – there have been two updated best practices and we were notified that there will be another one before January 2016.

2. PFL Policy on Privacy Confidentiality and Retention and Usage Records. There is some indication that more info will be released in December on the recent legislation.

Three previously reviewed policies for Board action.

**Motion** to remove the policy on **Library Procedures**: Mike B. 2<sup>nd</sup> Jan  
APPROVED and REMOVED

**Motion** to accept the policy on **General Library Objectives** as revised:  
Mike S. 2<sup>nd</sup>: Mike B.

ACCEPTED

**Motion** to renew the policy **Cooperation with Other Libraries** Mike B. 2<sup>nd</sup>: Jan  
APPROVED

**Technology** No scheduled meeting in Nov or Dec  
The **Director** will notify the Committee when she needs us to meet.

### **Director's Report**

The Roof repair started on Nov 18<sup>th</sup>. They may finish this week. The Contractor asked about snow fences/guards for the roof, which would prevent snow avalanches and retains the snow so that it melts off more gradually.

She asked the contractor for quote on waterproofing the furnace chimney exterior. This is an area of concern for leaks.

### **New Business,**

**1. First Presentation** to possibly change the 3-year rule of officers, as per Article II, 3rd paragraph of the **Trustee Bylaws**, which are available on the library's website.

“The officers of the Board of Trustees shall consist of Chair, Vice-Chair, Treasurer, Assistant Treasurer, Secretary, and Corresponding Secretary, who shall be chosen by ballot annually from the members of the Board and shall hold their office one year and until others are chosen in their stead. Officers shall be elected at the first regular monthly after Town elections. **Officers shall not serve more than 3 consecutive years in the same office.**”

**Vote to approve or disapprove** will be at the next Trustee Meeting on Dec 16<sup>th</sup> 2025

**2.** How do we manage the **new assessment and extra funds** we will receive for the next 5 years?

a. How do we use the funds wisely - Brain storming

**Big projects** – Maintenance, Repair, Replace “A vast majority of the funds need to be used for Capital Improvement.” Mike B.

**Personnel** and more **hours** - The Director currently spends a majority of her time on non-professional customer service - need more Library Staff hours to cover the 2 desks 100% of the time. The Child's Librarian has many programs many of which are outside of the Library, need more Desk coverage

#### **Small projects**

Good things for our town

Good things for our customers.

**Library of Things** - Lending library of: Radon Meters, Cameras, DVD players, Metal Detectors, etc. etc.

**More** Museum passes, more Downloadable books and magazines

Paid Adult and Children's programming Magician, Music, plays,  
Programming for teens etc

**Preparing for the Future** when these funds run out.

- Put a small percentage of the funds each year into stocks or bonds to generate interest funds?
- Setting aside some funds each year

Motion to Adjourn: Mike B 2<sup>nd</sup>: Jan APPROVED

Meeting Adjourned at 8:46 pm

Next meeting will be Dec 16<sup>th</sup> at 6:30 pm

Minutes prepared by Teresa Hathaway