

**Minot-Sleeper Library**  
Board of Trustees Meeting  
February 22, 2024

**Trustees Present:** Anita Avery, Karen Boyd, Nancy Dowey, Pat Durgin, Lucille Keegan, Sue Nieman, Dolly Prive, Nancy Spears. **Library Director:** Patty Hayward. **Trustee Absent:** Kathleen Haskell.

**Karen Boyd called the meeting to order at 5:00 PM.**

**Jane Brown Sparks** requested a donation in memory of her father, Peter Brown, a long time patron and supporter of the library. It would contribute to the Conservation Center which the NLRA will build at Grey Rocks Conservation Area. The Board discussed it, and may make a donation from the Trustees' Sunshine Fund. Town funds will not be used.

**Minutes:** A motion was made by Lucille Keegan, seconded by Dolly Prive to approve the Minutes of the January 25, 2024 meeting. All were in favor.

**Financial Report:** Kathleen had e-mailed financials, and Patty reviewed income and expenses for January in Kathleen's absence.

**Director's Report:**

Patty updated the written Director's Report that was e-mailed prior to the meeting.

- The estimate from Lakes Region Epoxy to seal and epoxy the basement floor was too expensive to consider. Other plans will be discussed.
- A Middle School student has applied to be a library volunteer. All were in favor of Cyrus volunteering 2 hours per week. Cindy Westfall will be his supervisor.
- A ledger training workshop was held with other Town Departments. Patty attended.
- Patty will host the March 12th Scrooge and Marley meeting at Minor-Sleeper. The topic will be Digital Library Services, presented by Bobbi Lee Slossar from the State Library.
- Wendy Smith is leaving Town Office, and Patty shared her appreciation for the assistance that Wendy has given her since she became Library Director. Wendy will be missed.
- Patty requested a Trustee to be the required second person with her, when needed, for programs at night. Dolly Prive volunteered to attend the Fran's Ceramics program in April and "Maple, the Medicine of New Hampshire" in March.
- Shane has created a page of very well written memorials for Barbara Greenwood, Judy Willson and Peter Brown.
- Patty reported that after school students are showing improved behavior while in the library.

**Old Business:**

Plans for the Candidates Forum on March 2, 2024 at 1:00 PM, held at the Old Town Hall, were finalized. With only one contested race, there has been little response from the candidates. However, candidates for School Board have been invited, and their expected participation is welcomed.

- Key: Karen will pick up at Town Hall on Friday, the 1st. Heat and water will be checked.
- Set up: Tentatively, the Highway Department will help. We'll confirm with Christina Goodwin.
- Tech: Cade Overton will video the Forum and have it online for viewing later that day.

The Policy Review Committee will meet on March 25, 2024.

The Strategic Planning Committee is working on a Survey. Their next meeting is Wednesday, March 6, 2024 at 12:00 PM at the Library.

**New Business:**

The 6 Month Goals for Patty, which were given to Trustees upon her hiring, were redistributed. At the March 28, 2024 meeting, she will review the ways in which she has been achieving them. Following, in Non-Public session at the same meeting, without Patty in attendance, Trustees will evaluate the success of meeting the goals. Karen will write a summary, which will be the basis of Patty's 6 Month Evaluation.

**A motion was made by Nancy Spears, seconded by Anita Avery to go into Non-Public Session. A roll call vote was taken and all were in favor.**

**Public Session resumed at 6:30 PM.**

**The next meeting of the Board of Trustees will be March 28, 2024 at 5:00 PM at the Minot-Sleeper Library.**

**Adjournment:** A motion was made by Dolly Prive, seconded by Anita Avery to adjourn the meeting at 6:32 PM. All were in favor.

**Respectfully submitted by**

Sue Nieman, Secretary

Minot-Sleeper Library Board of Trustees.