

Minutes - Meeting of the Board of Trustees Brookline Public Library

Date: Tuesday January 10th

Time: 6:30 PM

Location: Brookline Public Library Meeting Room, Brookline NH

Present: Cindy LaCroix, Mark Gath, Jen Morrissey

Hybrid/Remote: Dave Partridge, Kim Rogers

Absent:

Also Present: Arefe Koushki,

Mark called the meeting to order at 6:40

Regular Reports

- Director's Report
 - Consider...adjust the fiscal year?
 - Action** - Cindy find out about integrating COLA in January vs. March
 - Action** - Cindy, Arefe, and accountant to figure out who does what
- Approve Meeting Minutes (no non-public)
 - August
 - Cindy motioned to approve, Dave 2nd
 - Yea: 5 (Cindy, Dave, Mark, Kim)
 - Nay: 0
 - Abstain: 1 (Jen)
 - Motion passed (4-0-1)
 - **August Minutes Approved**
 - September
 - Public and Non-Public Approved, to be posted
 - October
 - Public and Non-Public Approved, To be posted
 - November
 - Cindy motioned to approve public as amended, Dave 2nd
 - Yea: 5 (Cindy, Dave, Mark, Kim, Jen)
 - Nay: 0
 - Abstain: 0
 - Motion passed 5-0-0)
 - **November Minutes Approved**
 - Cindy motioned to approve non-public as amended, Dave 2nd
 - Yea: 5 (Cindy, Dave, Mark, Kim, Jen)

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- Nay: 0
- Abstain: 0
- Motion passed (5-0-0)
- November non-public minutes approved
- December
 - Cindy motioned to approve public as amended, Dave 2nd
 - Yea: 5 (Cindy, Dave, Mark, Kim, Jen)
 - Nay: 0
 - Abstain: 0
 - Motion passed (5-0-0)
 - December Minutes Approved
 - Cindy motioned to approve non-public as amended, Dave 2nd
 - Yea: 5 (Cindy, Dave, Mark, Kim, Jen)
 - Nay: 0
 - Abstain: 0
 - Motion passed 5-0-0)
 - December non-public minutes approved

Action: Arefe/Background check for Joella. Still outstanding, will get done this week.

- Treasurer's Report/Budget
 - **Action:** Arefe and Cindy to calculate encumbered funds to be returned to Town
 - **Action:** Cindy or Arefe will let Trustees know if Library presentation is 1/23 or 1/24

Ongoing Business

- Library 2023 Budget/TBD
 - Cindy to update budget based on 7% COLA
- Library Calendar
 - Kim motioned to accept the amended calendar, Mark 2nd
 - Yea: 5 (Cindy, Dave, Mark, Kim, Jen)
 - Nay: 0
 - Abstain: 0
 - Motion passed (5-0-0)
- Annual Trustees Report to Town
 - **Action:** Mark to submit Library financials and narrative by 1/26, with inputs from Cindy and Arefe
- Director Evaluation Review Date
 - Review discussion set for 1/17 at 2:00 for Mark, Jen, and Arefe

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New Business

- Library Notary Policy
 - Mark motioned to accept the notary policy as amended, Kim 2nd
 - Yea: 5 (Cindy, Dave, Mark, Kim, Jen)
 - Nay: 0
 - Abstain: 0
 - Motion passed (5-0-0)
- **Action** – Mark and Jen get the town emails and access the One-Drive (instead of the Google Drive)
- Mark proposed to donate and install an “Open” flag as gift
 - Dave motioned to accept the OPEN Flag as amended, Cindy 2nd
 - Yea: 4 (Cindy, Dave, Kim, Jen)
 - Nay: 0
 - Abstain: 1 (Mark)
 - Motion passed (4-0-1)

Public Input - None

Motion to move to non-public session at 7:48

Dave motioned to approve, Kim 2nd
Yea: 5 (Cindy, Dave, Mark, Kim, Jen,)
Nay: 0
Abstain: 0
Motion passed (5-0-0)

Motion to move from non-public at 8:50

Kim motioned, Mark 2nd 8:50
Yea: 5 (Cindy, Dave, Mark, Kim, Jen,)
Nay: 0
Abstain: 0

Motion passed 5-0-0

Return from non-public at 8:51

Next Meeting: Wednesday February 15th at 6:30

Motion to adjourn 8:52

Kim motioned to adjourn, Mark 2nd
Yea: 5 (Cindy, Dave, Mark, Kim, Jen,)
Nay: 0

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Abstain: 0

Motion passed (5-0-0)

Meeting Closed Meeting Closed 8:53