

**FINAL**  
**DUBLIN PUBLIC LIBRARY**

**Trustees Meeting 5:00 PM June 8, 2022** (Meeting began at 5:24 pm)

**Attending:** N. Cayford (Chair), R. Lovett (Director) B. Haire (Zoom), J. Rizzo, C. Sprague (Zoom), L. Abram (Alternate), Emily Bennett, J. Finnegan **Regrets:** B. Gurney, M. Hulslander

Minutes of public portion of special meeting of Trustees held on 5/6/22 were approved (J. Rizzo moved, N. Cayford second.) Minutes for regular meeting of Trustees held on 5/11/22 were approved with the following correction: spelling of Archer Mayor's name. (J. Rizzo moved, N. Cayford second.)

**Gifts:** There were no gifts to accept.

**Announcements:**

Emily Bennett has been nominated for one of two open Trustee positions, and was introduced to Trustees, who asked questions about her familiarity with the Library.

It was noted that we still have not elected a Treasurer, but Bill Gurney continues to act in that capacity.

Gutters, catchbasins, downspout project – Final report for grant is due in July. N. Cayford will contact local newspapers for coverage when they are installed.

N. Cayford sent formal thank you's to retiring Trustees with invitation to choose a book for the Library.

Richard (custodian)'s last day is 6/24/22. Moved and seconded (N. Cayford, J. Finnegan) that we give Richard one week's additional pay in his last paycheck. Motion passed.

**Director's report:**

Summer reading sign-ups begin 6/20/22 for all ages. Full summer schedule is planned:

- 6/24 Movie night
- 7/2 Kickoff party – balloon twisting, face painting
- Every Tuesday night – pajama story night
- Every Thursday night – family game night
- Every Wed morning – Summer Playground visits library
- 7/16 DubHub Music Festival and Friends of DPL ice cream social
- Other: Diorama contest, stuffed animal sleepover, storytelling campfire, UNH Sea Group presentation on estuaries
- 8/2 NH Humanities Author presentation: "The Finest Hour"
- 8/6 Dublin Rec Committee Family Kickball Game

Custodian candidates – 4 lined up for Zoom interviews. Posted on Indeed and will run ad in Advocate. Trustee needed to help conduct interviews.

**Vacations:**

- Rachael – 7/23 – 30, and 8/13 – 8/20
- Stacey – 6/25 – 30
- Melanie – 7/8 – 10
- Terry – none

Ella – still working per diem to cover others' hours

Art installation in Program Room in August to celebrate Culture and Diversity. Open to public during regular Library hours.

Rachael distributed circulation, programs, and checkout stats comparing 2020, 2021 and first 2 quarters of 2022. On all measures, Library is showing significant growth in usage.

**No Interim Treasurer's Report given.**

**Buildings & Grounds Report:**

Grace Electric is coming next week to repair light in staffroom and Art Nouveau lamp.

Woody Stockwell has sanded handrails and painting will begin soon.

Sterling Abram prepared a "scope of work" document for B. Gurney to help prepare warrant article for funds to repair rot under floor of front entry. Document will be shared with N. Cayford.

**New Business:**

Motion made to nominate Emily Bennett as a Trustee for term expiring in 2023 – made by N. Cayford and seconded by L. Abram. Motion passed.

Motion made to nominate Chris Sprague as a Trustee for term expiring in 2024 – made by N. Cayford and seconded by L. Abram. Motion passed.

Fundraising letter to raise funds for art restoration was reviewed by Trustees at the May meeting. Solicitation has yielded \$1800 so far, with 180 letters sent. Susan Catlin offered to fund restoration of the Joseph Lindon-Smith painting in honor of her husband Loring Catlin. Rachael asked for signage to indicate individual pieces are "out for restoration" so that public is aware of the work.

Trustees who attended workshops at NHTLA conference in May are asked to summarize workshops in writing, circulate, and then bring to future Trustee meeting to discuss.

Rachael's credit card – Town Hall is pushing back on Trustee's decision to provide Rachael with a credit card, citing additional work for Town Administrator, and a concern about late fees. Their recommendation is to continue the practice of issuing debit cards for Rachael's use, which has not been satisfactory. This issue has been discussed multiple times, as Library Trustees have a need for more timely and accurate reporting relative to spending, and to reduce unnecessary and extra work for Rachael. Rachael will investigate how other local towns handle this kind of spending by Library Director. Expect to have Director, Treasurer, Chair of Trustees and Town Administrator meet with the Select Board to resolve.

Meeting adjourned at 6:55 pm. (N. Cayford moved, J Finnegan seconded.)  
Next meeting July 13, 2022 at 5:00 pm.

Submitted,  
Julie Rizzo, Secretary