**DUBLIN PUBLIC LIBRARY**

**Minutes (FINAL)**

**Trustees Special Meeting October 28, 2022, 11:00 am**

**Attending**: N. Cayford (Chair), R. Lovett, (Director), J. Rizzo, C. Sprague, M. Hulslander, J. Finnegan, B. Haire, Linda Abram (alternate)

**Absent:** Emily Bennett, B. Gurney

Presentation by Terry Knowles, Consulting, LLC of Weare, NH to DPL Board of Trustees on topic of Roles and Responsibilities of Library Trustees:

- Right to Know Law (RSA 91A) requirements for meetings, conducting library business

Public meetings v. non-public sessions

Quorum, remote meeting requirements, email, notification, public participation

Non-public meeting limited to hiring/dismissal, real estate purchase/sale, discussion that may impact reputation, legal advice

- Sources of funding (non-tax sources v. public funding)

Accounting, annual operating budget, capital improvement plan, accepting unanticipated funds (gifts), fundraising

- Roles on Board

Chair, bookkeeper, subcommittees, advisory committees

Following presentation, held a special meeting at 1:16 pm with Trustees present to make decision to purchase signs for Open House on November 5. Motion made/seconded by J. Rizzo/Linda Abram to authorize C. Sprague to spend up to $400 for purchase of signs. **Motion passed.**

J. Rizzo/N. Cayford moved/seconded to adjourn at 1:25 p.m.

Next meeting is November 9 at 5:00 p.m.