

1 MADISON LIBRARY  
2 BOARD OF TRUSTEES MEETING  
3 AUGUST 25, 2021 @ 3:30 PM  
4 JOHN F. CHICK ROOM  
5 DRAFT MINUTES  
6

7 ATTENDING: Chair Cheryl Littlefield, John Filson, Mary Holmes, Bruce Kennedy, Karen Lord, Christina  
8 McAllister, Linda Smith, Peter Stevens (via Zoom); Susan Lee, Friends of the Library (via Zoom); Sloane  
9 Jarell, Library Director

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11 CALL TO ORDER: Chair Cheryl Littlefield called the meeting to order at 3:30 PM.

12 APPROVAL OF MINUTES

13 July 21, 2021 Regular Meeting: Motion by Karen Lord to approve the minutes of 7-21-21,  
14 seconded by Bruce Kennedy. There were corrections of a couple of typos. With these corrections, the  
15 minutes as amended were approved unanimously.

16 REPORT OF THE TREASURER: Cheryl Littlefield said the report looked pretty good and the Budget  
17 Drawdown seemed to be right on track.

18 Motion by Bruce Kennedy to accept the Treasurer's Report, seconded by Christina McAllister. The motion  
19 passed unanimously and the report was accepted and filed for audit.

20 LIBRARY DIRECTOR'S REPORT: Library Director Sloane Jarell reviewed her report with the board:

- 21 • The statistics for last month were impressive.
- 22 • The Tiny Art Show was successful, with 33 people participating. Sloane is hoping to make this an  
23 annual event and to make it open to all ages.
- 24 • We had 17 new patrons added last month.
- 25 • Sloane is still working on upgrading our modem but so far has been unable to reach Spectrum.  
26 Board members suggested bringing the modem in to Spectrum to be exchanged.
- 27 • The State Library is working on downloadable books and it looks as though our budget will go up  
28 at least \$210 due to an increase in fees. But we do have a lot of usage of the downloadables.
- 29 • The knitting group has begun.
- 30 • The library will be closed on Labor Day.

31 GALLERY: Peter Stevens

32 FRIENDS OF THE LIBRARY: Susan Lee reviewed her report with the board:

- 33 • The August show was successfully held at the Madison Elementary School Gym, with 40 people in  
34 attendance. The presenter, Mark Richey, donated his time, and we received \$140 in donations at  
35 the door.
- 36 • The September 9 program, to be held via Zoom, is "NH One Room Rural Schoolhouses: The  
37 Romance and the Reality," presented by Steve Taylor.
- 38 • The Friends' board has voted to continue monthly programs next year, with a mix of in-person  
39 and remote.

- 40 • The Friends' board also voted to pay for a dumpster to facilitate staff cleanup of the downstairs  
41 "way back" room
- 42 • The book sales are continuing on the third Saturday of the month; the next sale will be September  
43 18, 9:00 a.m. to noon.
- 44 • The Friends have ordered the Granite Bench in memory of Carol Batchelder, to be set in the  
45 garden to the right of the main stairs.

#### 46 OLD BUSINESS

47 Holidays – personnel policy: rate and manner of pay: Changes to the policy were discussed, including  
48 deleting the phrase, "according to the town." Sloane said she may think about updating our hours come  
49 January 1. She said we need a new sign for the front of the library for next year due to the deterioration of  
50 the current one. She said our holidays are all the same as the town except for weekend holidays. She said  
51 we could make that call on a case-by-case basis. Susan Lee suggested having a holiday calendar for the  
52 following year similar to what the school has. The board agreed that Juneteenth should be added to the  
53 list of holidays as it is a federal holiday. Mary Holmes noted that capitalization, or not, of "Librarian"  
54 needs to be consistent. Cheryl suggested postponing the vote on the personnel policy today and bringing  
55 in back at the next meeting with changes.

#### 56 NEW BUSINESS

57 Deputy Treasurer: Cheryl said she will be away at times this coming year and asked for a board  
58 member to serve as Deputy Treasurer. Bruce Kennedy volunteer to become Deputy Treasurer.

59 Updated Trustee Manual also available online: NHLTA.org: FYI.

60 Librarian Evaluation and Budget: Cheryl handed out evaluation forms to the board and asked to have  
61 the year's date at the top of it. She said these were due back by September 10.

#### 62 OTHER BUSINESS

63 John Filson's last meeting

64 ADJOURNMENT: Motion by Karen Lord to adjourn, seconded by Bruce Kennedy. The motion passed  
65 unanimously and the meeting adjourned at 4:08 PM.

66 Next Meeting: September 15, 2021 3:30 PM

67 Town of Madison, Board of Library Trustees  
68 August 25, 2021

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70 Draft Minutes  
71 Respectfully submitted,

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73  
74 Patricia Ambrose  
75 Recording Secretary  
76 Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on August 27, 2021