**11Apr23**

**Gorham Public Library**

**Trustee Meeting**

**6:30pm**

**at the Gorham Public Library**

**Trustees present:** Nicole Eastman, Victoria Hill, Melissa Laplante, Luke Strevig

**Others present:** Director, Shannon Buteau

**Opening:**

Nicole called the meeting was called to order at 6:40pm

**Minutes:**

March Minutes will be reviewed and approved during the May 2023 meeting.

**Budget:**

* No concerns were mentioned regarding the budget.
* The benefits line may not be accurate as the statement is in need of its quarterly update from Accufund.
* Now that the budget has been approved, it is time to move forward with hiring new staff: two on-call positions, as well as someone to shovel the front walkway, are needed. Interviews will begin this month for these positions.

**Director’s Update:**

Programming is going very well. The Easter Celebration was a great success. The Kids Cooking Club has started. Will O’Brien finished up the children’s art program. He will be presenting for the third installment of the Spring Event Series collaboration with the White Mountains community College, The Randolph Library, and the Berlin Library this month. Storytime with the Learning Center concludes next week.

The library has been working with an independent contractor to remove de-accessed books from the library. The contractor picked up the first load of books recently and all went smoothly.

Shannon was pleased to report that the library recently received some very high -quality professional development books from the NH State Library via ARPA funds. Library staff and the Board are very grateful.

**Maintenance:**

The Electricians will be completing the LED light project soon. There will be little in the budget for maintenance after the project. Shannon will follow up with the NH Preservation Society regarding guidance for restoring the portico. As the weather warms up, Shannon and the board agreed not to place furniture on the portico this summer to discourage its use. The pending repair of the parking spot in front of the library was discussed; Shannon will be reaching out to other departments to find a solution for this. The 2nd floor document storage room renovation project was also discussed; there is no date yet set for when this will begin. Shannon will also reach out to the other town departments for information.

**Policies:**

The library’s attorney has not yet followed up with Shannon regarding the approval of the recently updated employee policy manual. The Library Director and the Board discussed special interest groups performing at and using the library space; all agreed to revisit this policy in the near future.

**Next Meeting:** May 1 at 6:30pm. For next meeting’s Agenda: elections to select Chair, Secretary, and Treasurer

**Wrap up:**

* Nicole called the meeting to an end at 7:41pm.