

REGULAR MEETING OF THE BOARD OF TRUSTEES
OF THE NASHUA PUBLIC LIBRARY

A regular meeting of the Board of Library Trustees was held at 7:00 pm on February 28, 2017, in the Hunt Room at the Nashua Public Library, 2 Court Street, Nashua, New Hampshire.

Trustees present were:

Arthur Barrett
David Pinsonneault
Pauline Desautels
Linda Laflamme
Holly Klump

Also present was Library Director Jennifer McCormack and Assistant Director Jenn Hosking, who took the minutes.

Mr. Barrett called the meeting to order at 7:04 pm.

The Board examined the bills and, upon a motion duly made by Mr. Pinsonneault, seconded by Ms. Desautels, unanimously:

RESOLVED that bills in the amount of \$ **52,227.23** be approved for payment from the FY17 **Regular** budget and bills in the amount of \$ **2,525.70** be approved for payment from the **Fines** budget.

Upon a motion duly made by Mr. Pinsonneault, seconded by Ms. Desautels, the Board unanimously **approved the minutes of the January 3, 2017 meeting.**

Upon a motion made by Ms. Desautels, seconded by Ms. Laflamme, the Board unanimously **approved \$1,500.00 to be expended from the Zylonis Trust to fund a performance by a Lithuanian musician/ensemble during the 2017 Bach's Lunch concert series.**

Upon a motion made by Ms. Laflamme, seconded by Mr. Pinsonneault, the Board unanimously **approved \$4,500.00 to be expended from the Bloomfield Trust; \$1,500.00 towards speakers, films and discussions related to One City, One Book and \$3,000 for outdoor concerts.**

Upon a motion made by Ms. Laflamme, seconded by Ms. Klump, the Board unanimously **approved \$1,000.00 to be expended from Miscellaneous Donations for the Friends of NPL contribution towards the purchase of a Soofa solar charging bench.**

Director McCormack provided an update on the construction of the Chandler Wing. The windows and ceiling are installed. The carpet and doors will soon be installed. The bathroom still needs work. The target completion date remains at mid-March. The Fire Marshall will then be brought in to review the work. Director McCormack requested the Board finalize the name of the Wing so marketing materials can be created. The Board determined the wing will formally be called the Chandler Memorial Wing. Director McCormack also requested the Board decide what they would like to name the meeting rooms. Each meeting room will have a sign displaying the room name in both text and braille. After considering multiple options, the Board determined they would like to table the discussion until the April meeting to give it further consideration.

Director McCormack presented a revised meeting room policy to be implemented when the Chandler Memorial Wing is open. Upon a motion made by Ms. Laflamme, seconded by Mr. Pinsonneault, the Board unanimously **approved the proposed meeting room policy.**

Director McCormack presented a policy regarding the collection of donations for local nonprofits. This policy will allow the library to partner with and support groups and/or individuals in the community serving Nashua residents in a fair and consistent manner. Ms. Laflamme suggested a few additions to the policy which Director McCormack will incorporate.

Upon a motion duly made by Mr. Pinsonneault, seconded by Ms. Klump, the Board unanimously **approved the proposed policy related to donation bins at the library.**

Director McCormack presented the library's proposed FY18 budget. It comes well within the budget guidelines provided by the Mayor. This proposed budget includes maintaining current staffing levels including 3 part-time positions that were not filled earlier in the year due to a citywide hiring freeze, a shift from print to digital materials, retaining all Sunday hours and some additional building and grounds projects. The additional projects included in the building and grounds lines were included as an amendment after the budget materials were sent out to the Board. Upon a motion duly made by Mr. Pinsonneault to accept the proposed budget as amended, seconded by Ms. Desautels, the Board unanimously **approved the FY18 library budget.** Chairman Barrett reminded the Board he will meet with Director McCormack and the Mayor to review this budget on March 15th at 2pm.

Director McCormack informed the Board of a proposal from James Vayo, Downtown Specialist, to change the direction of some one way streets in downtown Nashua. This proposal includes Court, Temple and Park Street. James would like to speak with the Board at a future meeting regarding this idea and the impact it would have on the library.

Director McCormack informed the Board the Friends of the Nashua Library annual book sale will take place the weekend of April 28-April 30 in the Chandler Memorial Wing.

Chairman Barrett inquired whether anyone had a candidate to propose for the vacant Board positions. He plans to speak with one person that may be a good fit. It was decided members will take some time before the April meeting to brainstorm other possible candidates.

The Board requested Director McCormack lead them on a tour of the Chandler Memorial Wing at the conclusion of the meeting to review its progress.

There being no further business to come before the Board, upon a motion duly made by Mr. Pinsonneault and seconded by Ms. Laflamme, the Trustees unanimously:

RESOLVED: That the meeting be adjourned at 7:50 pm.

Attest _____

David K. Pinsonneault, Secretary