

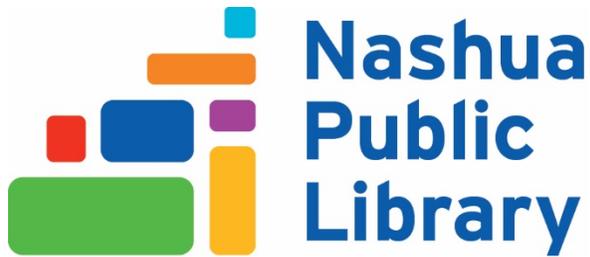
**NASHUA PUBLIC LIBRARY
2 COURT STREET
NASHUA, NEW HAMPSHIRE 03060**

LIBRARY BOARD OF TRUSTEES MEETING
NPL
February 1, 2022
7:00 P.M.

AGENDA

1. Public comment
2. Review of monthly bills and trust fund requests
3. Approval of Minutes from January meeting
4. Doria Brown, Energy Manager
5. Approval of staff appointment:

Lori Silva, Library Assistant, Youth Services
Start date: 2/14/2022
Starting salary: \$38,701
6. Other business



February 1, 2022
Director's Report

Department Updates:

- **Tax Season is here!** Volunteer tax help begins on Feb. 7, there is a hybrid model for this service due to COVID. Customers call 211 to make an appointment to drop off their materials and will pick up completed return later. We have set up our usual dedicated tax computer which allows customers to print the forms they need and we have a limited supply paper forms from the IRS available.
- **Mayor's Winter Reading Challenge** is a success, participants have read for more than 200,000 minutes already, nearly 40% of the community goal of 550,000 minutes with 30 days left in the challenge
- **Theater equipment upgrade:** Weston has installed a new receiver so presenters can use the theater sound system from their laptop and a new webcam has been purchased to improve the remote meeting and program experience.

Buildings and Grounds

- Security is keeping up with snow removal in Larry's absence,
- The RFP for Landscaping services will go out to bidders this week, responses are due back at the end of the month
- I submitted a memo to the Mayor from the Board on Tuesday, 1/25 regarding funding for the Facilities Assessment and will be preparing materials to bring the contract to the Finance Committee once that funding is secured.

Administration updates

- **Staffing changes:** Kat has selected a candidate to fill the final vacancy in the Youth Services department, the Board will be voting on that appointment tonight .
- **Updates from city:** PCR tests are being distributed for all city employees and there updated return to work guidelines which incorporate the latest CDC guidance related to quarantine and isolation periods.
- **LibLearnX conference:** Jenn Hosking and I both attended this online conference from ALA on January 22-25. Sessions of particular interest include:
 - Sustainable Libraries Initiative
 - Engagement isn't one thing, it's everything
 - Language access for all
 - Practical tools for completing a diversity audit
 - How we are failing middle managers
 - Advancing social equity in library communications
- **Friends of the Library support:** Once again the Friends of the Library have been very generous and funded all of the budget requests submitted by library staff this year including funding for all of our museum passes, support for adult programming and Books by Mail. In total they have pledged \$24,887 in support for the library in 2022.
- **Friend's book sale:** the annual BIG book sale is back! This major fundraising event will be held on March 18-20th after a 2 year pandemic hiatus.

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 January 4, 2022, in the large meeting room at the Nashua Public Library, 2 Court Street, Nashua, New Hampshire.

Trustees present were:

Linda Laflamme (Chair)
Scott Jaquith
Paul Bergeron
Kristin Kane
David Pinsonneault
Manny Espitia

Also present was Assistant Library Director Jenn Hosking, who took the minutes. Two members of the public were present.

Chairman Laflamme called the meeting to order at 7:01 pm.

Public comment period: Beth Scaer shared a concern about a children's book in the library collection.

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

RESOLVED that bills in the amount of **\$26,419.28** be approved for payment from the **Regular** budget and bills in the amount of **\$186.04** be approved for payment from the **Fines** budget.

Upon a motion duly made by Mr. Pinsonneault, seconded by Ms. Kane, the Board unanimously **approved \$8,890 be expended from the Stearns Trust to digitize the Telegraph (August 2018-January 2020).**

Upon a motion duly made by Mr. Pinsonneault, seconded by Mr. Espitia, the Board unanimously **approved the minutes of the December 15, 2021 meeting with the correction of Mr. Bergeron motioning to pay the November fine expenses.**

The presentation by Doria Brown, Energy Manager for the City of Nashua, was postponed to the February meeting.

Upon a motion duly made by Mr. Pinsonneault, seconded by Mr. Jaquith, the Board unanimously **approved the 2022-2024 strategic plan as presented by Director McCormack and Fast Forward Libraries.**

In other business, the Board asked that a public hearing be scheduled for 6:30pm on February 1, 2022 to allow public input how funds from round 2 of the ARPA grant award are expended.

Mr. Pinsonneault and Mr. Bergeron discussed customer feedback they received prior to the meeting regarding a children's book in the library collection. Mr. Bergeron will contact the customer to explain the formal process to request reconsideration of an item in the material collection.

There being no further business to come before the Board, upon a motion duly made by Mr. Jaquith, seconded by Mr. Bergeron, the Trustees unanimously:

RESOLVED: That the meeting be adjourned at 7:23 pm.

Attest _____

David K. Pinsonneault, Secretary

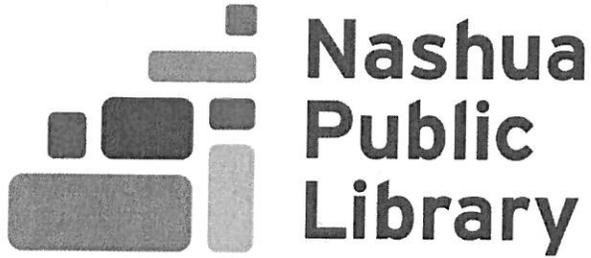


February 3, 2022

To: Library Board of Trustees
From: Jenn Hosking, Assistant Director
Re: Miscellaneous Donations Trust Request

Amount: \$400 summer reading t-shirts for staff

Purpose: The library would like to purchase summer reading t-shirts from the Collaborative Summer Library Program for staff to be worn at programs, events and as general marketing.



January 26, 2022

Linda LaFlamme
Chair
Board of Library Trustees

Dear Ms.LaFlamme:

I am writing to request \$3000 from Miscellaneous Donations to help pay for library concerts in FY2023.

We hope that Covid conditions will allow us to offer our usual outdoor concert series this summer.

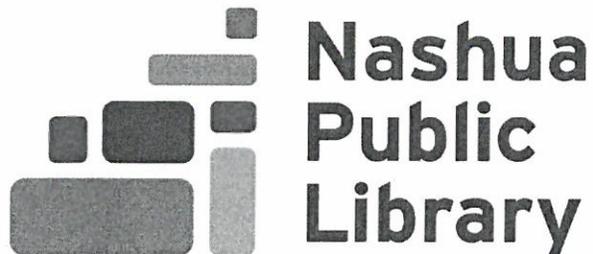
Each year the Friends provide a similar level of funding for the series.

As you know, our outdoor concerts are one of the library's most popular programs, drawing 100 to 250 people each week. I urge you and the other members of the board to favorably consider this request. Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in cursive script that reads "Carol Luers Eyman".

Carol Luers Eyman
Programming and Marketing Librarian



January 18, 2022

Linda Laflamme
Chair
Board of Library Trustees

Dear Ms. Laflamme:

In 2021, the Nashua Reads Committee will again hold a One City, One Book program. The title will be announced in May or June. The Friends of the Library will sponsor a visit, whether virtual or in-person, by the author in the fall.

I would like to request up to \$2000 from the Bloomfield Trust to fund additional programming for Nashua Reads, such as speakers, films, and book discussions related to this year's book.

Thank you for your consideration in this matter.

Sincerely,

A handwritten signature in blue ink that reads "Carol Luers Eyman". The signature is written in a cursive style.

Carol Luers Eyman
Programming and Marketing Librarian