

Olive G. Pettis Library
Board of Trustees

Draft Minutes for May 19, 2022

1. Call to Order

- Roll call/ approval of agenda: Bonnie, Trisha, Eryc, Kim, Carolyn, Debbie, Alex, Wanda
- Review minutes of April 21 Trisha/Carolyn 5/0
- Correspondence Bonnie sent thanks to Ryan Hall, Alex, and JR. RE: use of Fire Station for rabies clinic w/\$100 donation to fire services.

2. Michelle Roy on 2022 Lilyan Wright 10K & lead mine hikes - Canceled - couldn't make it.

3. Reports

- Treasurer's report \$13,327.79 Carolyn/Kim 5/0
- Trust Fund Report Pg. 65 of Town of Goshen report - statement of Library Trust Funds (\$9,158). Action: Investigate using some of these funds.
- Librarian's report Report attached.
 - CLiF Grant program finale May 31 @ Richards School; presentation/books given out.

4. Action Items/ Unfinished Business

- Rabies Clinic final report for May 7: 23 Goshen residents attended, plus surrounding towns; 58 pets immunized total. Vet agreed to do it next year.
- May 28 Book Sale plans: Volunteers needed (Set up canopies Friday Night) Bonnie/Kim visited Brook Road Inn for donations, no books accepted, may collaborate in future.
- LWCF grant: estimate for ~300' of boundary wall to delineate park area - \$41,555.
- Lighting project underway: All lights purchased. Gabe will install Thursdays and Fridays, maybe Mondays, when the library is not open to the public.
- Courtyard planning update - Two companies contacted. One had limited selection, one not following up. Trisha found some that looked good at Home Depot at Littleton, with free shipping; material estimate from one is \$10K. Will be able to be on one level. The upper boundary wall can't be built until we receive grant.
- Nature Fest planning update: June 25, 10am to 1pm. Booths with free information about outdoor activities; vendors invited to participate, w/donation to the library; Others were suggested and will be contacted by trustees. Scavenger hunt suggested. Raffle will be held. Wanda will set up Friends table. Carolyn to contact Wings of Dawn, and Nature Center in Warner.
- Eryc to look at Slack and additions email addresses.

5. Special Sharing of May 10 NH Library Trustees Conference workshop information:

--Running Effective Meetings/ RSAs and other Hot Topics (Bonnie)

- Discussion regarding sending out reports for review before meetings. Try sending some reports in advance. Previously read items can be voted by Consent Agenda.
- No more Virtual Meetings. The special exception for this has expired. Should have a policy for virtual participation of individuals, if we choose to allow it.

- When immediate action is required, emergency meeting may be held with less than a quorum present and less than 24 hours' notice. Minutes required.
 - Hiring should be for a specific length of term.
 - Alternate Trustees are automatically one-year terms; reappointed by Select Board
 - Meeting notification must be in one (physical) public place; others can be online
 - Need a policy for large purchases. (w/amount determined by policy)
- Censorship/First Amendment Audits/ Intellectual Freedom (Trisha)
- First Amendment Audit: People record in public places while asking (demanding) information
 - Need policy requiring permission to record patrons, where recording is not allowed, and behavior of individuals in the library
 - Censorship policy should include a form that is filled out by individual
 - Policy for Collection Development needed
 - Create a Crisis Intervention Plan policy and a Display and Exhibit policy
 - Trisha has policies and procedures from several libraries for review and adapting to ours. To be considered are: Library Bill of Rights, Freedom to Read Statement
 - All OGP policies should be public, posted, and available in the library
 - Begin to budget funds yearly for policy review by Town Counsel
- Action: We will hold extra meetings on the first Wednesday of each month for policies starting June 1. First priority is Policies Regarding Children.
- LGBTQIA+ inclusive practices and policies: (Kim):
- Dr. Lucy Santos Green (has book regarding policies/procedures Inclusive Librarian Policies). Acceptance Level is above 70%. Patron level is always > 0. Don't cloud/obscure subject matter in Librarian. Be inclusive without spotlighting - Normalize. We have many items in library currently. At 2-3 years of age identities form, by 10 specific genders come into play and tend not to change. Over 1600+ books on Gender topics, and < 1% change their minds.
- Next month:
- The Human Library: \$, FRIENDS, and Foundations; What Trustees Need to Know about Technology
 - Brief Friends of Library UPDATE given.

6. Policy Update

- Discuss highlights/ main ideas from "Access to Library Resources and Services for Minors" *Tabled to Policies Meeting*.
- Review/ update OGP Policies for Children *Tabled to Policies Meeting*.

7. Announcements: SAU 101 Primary Program for Goshen Children: June 11, 10-11:30

8. Adjournment Trisha/Kim 5/0

Special Policy meeting—June 1, 2022 @ 6:00

Next regular meeting—June 16, 2022 @ 6:00-8:00