



## SUTTON FREE LIBRARY

5 Corporation Hill Road ♦ Box 202, Sutton, NH 03260  
(603) 927-4927 ♦ suttonlibrarian@gmail.com

### **BOARD OF TRUSTEES MEETING MINUTES**

#### **Corrected and Approved Minutes**

- Date of Meeting:** Wednesday, June 19, 2024 @ 7:00 pm
- Members Present:** Nancy Glynn on zoom (Chair); Catherine Paden; Kim Dean; Lauren Avery; Tracy Mingarelli
- Members Absent:** Elizabeth Geraghty (Library Director); Betsy Anderson (Alternate)
- Note:** *This meeting was not conducted on ZOOM for the public due to technical difficulties.*
- Public Present:** No members of the public were present

#### **CALL TO ORDER:**

#### **Roll Call, Introduction of Guests:**

The Sutton Free Library Board of Trustees meeting was called to order at 7:12 pm by Board Chair Nancy Glynn, and roll taken. There were no members of the public present. Further, no members of any households of Trustees were present within listening of this meeting.

**Public Comments:** none

#### **Review of Minutes:**

Public and non-public session minutes from the Minutes from the May 16, 2024 meeting were reviewed with corrections made. Board Member Catherine Paden made a motion to approve, with revisions, the

minutes, seconded by Board Member Lauren Avery. The motion was carried unanimously in the affirmative.

Public and non-public session minutes from the Minutes from the May 23, 2024 special meeting were reviewed with corrections made. Board Member Paden made a motion to approve, with revisions, the minutes, seconded by Board Member Avery. The motion was carried unanimously in the affirmative.

### **Correspondence:**

Board Chair Glynn noted that she received an email from the Select Board inviting board members to the July 13th Sutton Volunteer Cookout from 11-3 at Wadleigh State Park.

### **REPORTS:**

#### **Financial/Treasurer's Report:**

Board Member Paden noted the beginning balance on the Operating Account in May was \$31,831.21, with an ending balance of \$25,675.81. Interest earned on the Operating Account for the month of May was \$12.04.

The beginning balance of the Trustee Account at Sugar River Savings Bank in May was \$8,094.89 with \$4.65 interest earned and a debit of \$763.80 for museum memberships and summer programming for an ending balance of \$17,335.74. There was one new donation to accept in the amount of \$10,000. The board approved accepting this donation at the May 16, 2024 meeting.

#### **Buildings & Grounds:**

Board Member Avery noted that the garden had been tended to recently. She will follow up with Town Administrator Julia Jones to find out who completed the garden maintenance and a thank you will be sent if it was a volunteer.

#### **Director's Report:**

#### **Friends of Sutton Free Library Liaison/ NHLTA Liaison:**

Board Chair Glynn reported that Shannon Storme from the Friends of the Library shared that the Friends were awarded \$325 for museum passes and summer programming from the Walmart Concord grant. \$300 is in the Friends account from the Bar Harbor grant for summer programming. In total, there is

\$625 that will be transferred into the Trustee account from the Friends. Board Member Kim Dean will be in contact with the Friends about the Friends transition plan.

### **OLD BUSINESS:**

The Sutton Select Board and the Trustees of the Sutton Free Library will hold a Public Hearing at Pillsbury Memorial Hall, 93 Main Street, Sutton Mills, NH, beginning at 7:00 p.m. on Thursday, June 27th, 2024. The purpose of this hearing is to discuss and receive comment on a proposal for an ADA compliant lift and entry area allowing access to library facilities and materials on the main floor. Interested members of the public are encouraged to attend.

Motion to enter Non-public Session made by Board Chair Glynn, seconded by Board Member Avery. Entered non-public session at 7:26 pm and roll taken. The board entered into a non-public session under RSA 91-A:3, II (a) the dismissal, promotion, or compensation of any public employee and RSA 91-A:3, II(b) the hiring of any person as a public employee. Motion to leave non-public session and return to public session by Board Member Tracy Mingarelli, seconded by Board Member Avery. Motion: PASSED Non-public session ended at 8:56 pm. Minutes to the non-public session were sealed.

### **NEW BUSINESS:**

Library Director Elizabeth Geraghty regrettably submitted a resignation letter in order to focus on personal health needs. The Sutton Free Library Board of Trustees voted to accept the resignation of Director Geraghty with the last day of employment as June 20, 2024. The Board of Trustees greatly appreciates Director Geraghty's 7 years of service as Library Director. During her years as Library Director, Director Geraghty had many accomplishments including revitalizing the Sutton Free Library, leading to substantially increased circulation and patron use. She helped lead an innovative plan to keep the library accessible to patrons during the unprecedented times of the pandemic and the summer reading program reached a record number of participation under Director Geraghty's tenure. In addition, Director Geraghty made downloaded books accessible to library patrons and upgraded the library catalog to an automated online database system, which greatly increased efficiency and patron access to materials. Thanks to Director's Geraghty's leadership, Sutton Free Library is a welcoming atmosphere and vital resource to our community. The SLFBOT will begin the search for a new Library Director immediately.

Board Chair Glynn made a motion to adjourn. Board Member Paden seconded the motion. The motion was carried unanimously in the affirmative and the meeting was adjourned at 9:03 pm.

Respectfully submitted,

Tracy Mingarelli, Sutton Free Library Board of Trustees Recording Secretary