

**ROLL CALL****5:30pm****ACTION - RECORD ATTENDANCE**

MEETING PARTICIPANTS	PRESENT
John Capuco	<b>Yes</b>
Anne Crotti	<b>Yes</b>
Debra Kreutzer	<b>Yes</b>
E. Joseph Petrick	<b>Yes</b>
Frances Tain	<b>Yes</b>
Lynn Piotrowicz- DIRECTOR	<b>Yes</b>

**ITEM 1****Public Forum**

MEMBERS OF PUBLIC PRESENT	MEMBERS OF PUBLIC PRESENT
None	

**ITEM 2****Minutes of Meeting: May 19, 2021****MOVE TO ACCEPT: Debra Kreutzer****SECONDED BY: John Capuco**

TRUSTEES	VOTE RECORD
John Capuco	<b>Yes</b>
Anne Crotti	<b>Yes</b>
Debra Kreutzer	<b>Yes</b>
E. Joseph Petrick	<b>Yes</b>
Frances Tain	<b>Yes</b>

**ITEM 3****Treasurer's Report & Financial Deliberations**

1) Y-T-D Summary, Trust Fund Accounting, &amp; Monthly Expenditure Manifest

**MOVE TO ACCEPT: John Capuco****SECONDED BY: Joseph Petrick**

TRUSTEES	VOTE RECORD
John Capuco	<b>Yes</b>
Anne Crotti	<b>Yes</b>
Debra Kreutzer	<b>Yes</b>
E. Joseph Petrick	<b>Yes</b>
Frances Tain	<b>Yes</b>

2) Monies to Be Accepted:

Bill and Anne Crotti, \$50.00 for the General Fund

Colleen Grady, \$80.00 to honor Joseph Grady

**MOVE TO ACCEPT: Frances Tain****SECONDED BY: John Capuco**

TRUSTEES	VOTE RECORD
John Capuco	<b>Yes</b>
Anne Crotti	<b>Yes</b>
Debra Kreutzer	<b>Yes</b>
E. Joseph Petrick	<b>Yes</b>
Frances Tain	<b>Yes</b>

3) Continued discussion regarding Charter Trust/Bar Harbor Fund. Review John Capuco's suggested policy  
1<sup>st</sup> reading will be sent to Charter Trust followed by a 2<sup>nd</sup> reading.**MOVE TO ACCEPT: Debra Kreutzer****SECONDED BY: Joseph Petrick**

TRUSTEES	VOTE RECORD
John Capuco	<b>Yes</b>
Anne Crotti	<b>Yes</b>
Debra Kreutzer	<b>Yes</b>
E. Joseph Petrick	<b>Yes</b>
Frances Tain	<b>Yes</b>

**ITEM 4****Director's Report**

- 1) Traffic, programs, and circulation-Continued increase in circulation and attendance at Story Time
- 2) Company credit/debit card – Type and limits. Policy.  
Trustees agreed to set up a credit card for the library with Citizens Bank. The credit limit will be \$5,000.00.  
1<sup>st</sup> reading on policy for use will be put on the agenda for the next meeting.
- 3) Staff updates-Discussion of possible staff changes in the future months.
- 4) Friends' Update-The Friends have supported Steam kits and the summer adult raffle. Planning for participation at Music on Main Street is in process. The Ambassador Program was launched.

**ITEM 5****Personnel Policy – Holiday (addition of Juneteenth once town addresses?)****Second Reading July 28, 2021****MOVE TO ACCEPT: Frances Tain****SECONDED BY: Debra Kreutzer**

TRUSTEES	VOTE RECORD
John Capuco	Yes
Anne Crotti	Yes
Debra Kreutzer	Yes
E. Joseph Petrick	Yes
Frances Tain	Yes

**MOVE TO APPROVE THE HOLIDAY BANK SPREAD SHEET: Joseph Petrick SECONDED BY: ANNE CROTTI**

TRUSTEES	VOTE RECORD
John Capuco	Yes
Anne Crotti	Yes
Debra Kreutzer	Yes
E. Joseph Petrick	Yes
Frances Tain	Yes

**ITEM 6****Personnel Policy – Employee Evaluations and Merit increases****After discussion, this item was tabled for this meeting.****ITEM 7****GRANTS – UPDATE**

- 1) ARPA Round 1 – Submitted application, received funds, completed final report
- 2) ARPA Round 2 – Considerations/Competitive/Community Cooperation Project
- 3) Moose Plate – Submitted application, awaiting notification
- 4) SHARP – Humanities Project – Considerations/AV Equipment use for library programs

**ITEM 8****Other**

- 1) Magazine Subscriptions and additional fees for NHDB  
Patrons will be surveyed to decide on 10 most popular subscriptions.  
A total of \$500.00 will be allocated for this purchase.  
Discussion of Downloadable available on Library Website
- 2) Ambassador program – social media campaign “WE MADE A DIFFERENCE!”  
Library staff working on this outreach campaign
- 3) Newsletter and programming
- 4) Email from Town Administrator asking for input on projects we will be submit for funding.  
Garaventa Replacement/Building Project will be included.
- 5) Sustainable Shelving Program (SSP) through Baker & Taylor. Mechanism to move weeded items out of building and in some cases earn credits toward our account.

**ITEM 9****Schedule Next Meeting: September 8, 2021 at 5:30pm****ADJOURN  
PUBLIC  
SESSION  
7:30pm****MOVE TO ADJOURN MEETING BY: Anne Crotti****SECONDED BY: Frances Tain**

TRUSTEES	VOTE RECORD
John Capuco	Yes
Anne Crotti	Yes
Debra Kreutzer	Yes
E. Joseph Petrick	Yes
Frances Tain	Yes

**RECORDING SECRETARY: Anne Crotti**