



# Milton Free Public Library

13 Main Street, PO Box 127, Milton Mills, NH 03852  
Ph. 603-473-8535 [www.MiltonFreePublicLibrary.org](http://www.MiltonFreePublicLibrary.org)

## Milton Free Public Library Trustees

### Minutes

June 19, 2023

**Call to order:** At 10:10 AM Chair Person Anne Nute called the meeting to order. Trustees: Nancy Drew and Anne Nute, and Library Director, Ruth Gutman were present. Trustee Randy Myhre was absent.

**Public Comments:** None

**Approval of Minutes: May 15, 2023:** Anne Nute moved, seconded by Nancy Drew that the minutes for May 15, 2023 be approved and placed on file. All in favor, the motion carried. Anne Nute, aye; Nancy Drew, aye.

**Treasurers Report:** The report prepared by treasurer, Miranda Myhre was reviewed. The beginning balance for May 1, 2023 checking account is \$1,239.03. There was one check written (#1211), \$90 NHLTA annual dues for trustees, Drew, Myhre, and Nute. There was one deposit of \$58 (\$25 non-resident fee, and \$33 from the guilt jar). Interest for the month of May was \$.01 with an ending balance of \$1,207.04. Nancy Drew moved to accept the report and Anne Nute seconded. The motion carried; all in favor: Nancy Drew, aye; Anne Nute, aye. The board reviewed and discussed June 1 expenditure report.

**Librarians Report:** The Librarian's report for May, 2023 was reviewed and approved. It will be placed on file with the May minutes.

**Staff updates:** Director Ruth report that one page has graduated from high school and will be joining the Air Force. Ruth is actively recruiting a student replacement, for the weekly 8 - hour position.

**Policy Review:** Policies for "Collection Development" and "Reconsideration Request" were reviewed and reaffirmed by the Board on 6/19/23. Director Ruth recommended that the Library Trustee By-Laws be reviewed and updated from 2018 as needed.

### **Update on Payment Methods for Library Purchases:**

Director Ruth has received the credit card requested from the Town. She is putting in place the processes necessary for its appropriate use.

**Other Business:** Discussion regarding cost savings of phone/internet service for the Library. The trustees agreed that having a land line and internet service rather than an internet phone is the best arrangement for

safety and reliability. Trustees will wait for further direction on this matter. Other discussion focused on the Capital Improvement Program and plans for the library. A meeting has been scheduled by the CIP review board and there will be a representative present from the library. The parade on July 4<sup>th</sup> has been scheduled for the community of Milton Mills. Director Ruth will take care of the necessary paper work. Trustees Anne Nute and Nancy Drew will serve as judges for costumes and floats at the parade.

**Adjourn:**

The meeting was adjourned at 11:20 am; so moved by Anne Nute, seconded by Nancy Drew. All in favor, the motion carried. Miranda Myhre, aye; and Nancy Drew, aye.

The next Trustees' meeting is scheduled for Monday, July 17, 2023; 10:00 AM at the Milton Free Public Library in Milton Mills.

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Anne Nute

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Miranda Myhre

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Nancy Drew