

Goffstown Public Library Board of Trustees

Minutes

August 3, 2022, Goffstown Public Library Third Floor Conference Room

1. Call to Order at 6:27 pm - Silence Phones

Members present: Samantha Homan (Chair), Kathy Coughlin (Vice Chair), Margaret "Happy" Beale, Diane Hebert, Aimee Huntemann, Laura Stevens

Also present: Dianne Hathaway (Library Director), Kelly Boyer (Select Board Representative) Myriam Resnick (Minute Taker)

2. No Public Comment/Guest Speakers/Correspondence

3. New trustee onboarding site demo

- Diane Hebert presented the newly created Trustee Onboarding Site.
- Dianne Hathaway made notes for changes and corrections to pass on to Tammy Gross.
- The content is the same as the Google Doc that was previously used.
- On the GPL website this can be accessed through a link under About > Trustees. This page is password protected.
- The page contains all relevant information with policies, schedules, links and more. It is easy to navigate with a "start here" section for new Trustees.
- The Trustees were impressed and happy with the onboarding site.

4. Project work:

a. Foundation feedback on conversation with Chris Strong

- Marketing firm/social media manager: \$5,000 in budget.
- The Foundation received their T-shirts and is looking to get polos made with their logo on as well
- Chris Strong is currently on vacation but has her team working on foundation business.

b. Communication with other committees and community members

- The Select Board has not discussed the library during their recent meetings. And no response was received to the answers for Peter Georgantas' questions.
- Lauren Doukas (Budget Committee) and Samantha Kearns (Budget Committee) talked to the Foundation during National Night Out. They were both very interested. Lauren Doukas will pass on what was discussed.
- A community member who is part of the Garden Club was concerned about the building addition looking too modern. Kathy Coughlin invited them to the listening session to learn more.

c. Pumpkin Regatta planning (October 15 & 16, 2022)

- Kathy Coughlin emailed Bill Babine about space needed for the book sale. They will be using the entire lawn.

- Samantha Homan is in communication with a food truck vendor to set up his Baked Potato business in front of the library. Space requirements need to be determined.
- Kelly Boyer has contacts to find alternatives for the Baked Potato Food Truck.
- The library will only set up a table on Saturday but will be sponsoring a pumpkin.
- Samantha Homan will reach out to Tina Lawton about a free pumpkin. Alternatively, Trustee money will be used.
- The table should have something to keep the patrons, or their children engaged with on-site activities. Coloring buttons and bookmarks at a table they can sit on would help with that.
- Kathy Coughlin will talk to Stacey Desrosiers about the activity and engaging teens to assist. The paper for the buttons must be cut precisely to 2 ¼”.
- An adult should operate the button machine.
- Unsupervised “book parking lots” will be made available, possibly at the activity table.
- The design boards need to be presented differently. Easels might work but must be secured properly. They should be in logical order as well.
- Kathy Coughlin reached out to Sue Riel asking about a water donation from Hannaford and Marc Van De Water about a candy donation.
- Plan a contingency for rain or snow.
- A banner needs to be printed as well.
Motion to allow Samantha Homan and Kathy Coughlin to purchase a banner up to \$85 by Aimee Huntemann, Seconded by Laura Stevens.
Aye:6, Nay: 0, Abstain:0.
- Motion to allow Samantha Homan and Kathy Coughlin to select a food vendor by Aimee Huntemann, Seconded by Diane Hebert.
Aye:6, Nay: 0, Abstain:0.
- The Trustees will create a list, consider the logistics for hosting the library table as well as carving and staffing the pumpkin and go over the layout outside the library.
- Kathy Coughlin will send out a Doodle request to arrange signups.

5. Adjournment at 7:41pm.

Action Items:

- Dianne Hathaway will send corrections for the onboarding site as discussed to Tammy Gross.
- Samantha Homan will contact the food vendor for additional information.
- Samantha Homan will reach out to Tina Lawton about a free pumpkin.
- Kathy Coughlin will send out a Doodle request to arrange signups for the Pumpkin Regatta.