

**Rockingham Free Public Library  
Board of Trustees  
Tuesday, March 9, 2023**

**Present:** Carol Blackwood, Don Tretler, Martha Rowley, Brady Weinstock, Margo Ghia, Ginny Massucco, Wendy Levy; Ian Graham, Director

**Members of the public:** n/a

**Absent:** Ryan Coyne, Claudia Sofield

**Location:** In the Library's Youth Program Room, and also online via Zoom.

**AGENDA**

1. Call to Order: 6:32 pm
2. Additions to Agenda for routine administrative matters and/or pressing matters that will require ratification at a future meeting: Discussion of fund transfer.
3. Public Comment (3 minutes per person): n/a
4. Oath of Office: Each new member will/has done be sworn in at Town Hall.
5. Election of Officers: Chair, Vice-Chair, Treasurer, Secretary: Don moved that Carol continue as Chair, Margo seconded. Don moved that Brady continue as Secretary, Margo seconded. Margo moved that Martha continue as Treasurer, Carol seconded; Margo moved that Don continue as Vice Chair, Martha seconded. All motions passed unanimously.
6. Selection of Regular Meeting Date, Time, and Schedule for the Year: Wendy moved that the board continue meeting on the first Tuesday of odd numbered months at 6:30 pm, Margo seconded. Motion passed unanimously.
7. Adoption of Rules of Procedure, Code of Ethics, Continuation of Adopted Policies: Margo moved that the Library Board of Trustees adopt its standing Rules of Procedures for Meetings; Robert's Rules of Order; the standing Code of Ethics; existing Bylaws; and otherwise approve the continuation of adopted Library Board of Trustees' policies. Don seconded. Motion passed unanimously.
8. Board Committee Assignments: Ginny will join Buildings and Grounds and Historical Collections; Wendy will join Finance and Policy.
9. Approve Minutes of January 10, 2023, Meeting: Margo moved, Don seconded. Motion was unanimously approved, with Ginny and Wendy abstaining.
10. Motion and Discussion: approval of expense lines \$1,000 or more over budget:

Margo moved that the Library Board of Trustees approve additional expenses (expected to be more than \$1,000 over budget line) for the following line items:

120-20-8000-15.01 Health Insurance (currently \$1,491.29 over budget and will increase further)

120-20-8000-15.04 Workers Compensation (currently \$1,089.15 over budget and likely to increase further)

120-20-8000-95.08 Reserve – Historical Collection (currently \$1,475 over budget and will increase further)

Ginny seconded. Motion passed unanimously.

11. COVID Protocol Update: Library policy will remain “requesting masks”. Staff will no longer be required to wear masks.
12. Other Business: Union representatives meeting will be Wednesday, March 15, at 9 am (was rescheduled). Martha, Wendy and Ginny will join Carol at the meeting. Brady moved that Margo act on behalf of the board as an authorized signer for financial investments for the remainder of fiscal year 2023. Don seconded. Motion passed unanimously.
13. Review Action Items, Propose Agenda Items for Next Meeting: Next full board meeting will be Tuesday, May 2, at 6:30 pm. The board may discuss committees at some point in the future.
14. Review and Approve Warrants
15. Adjourn: Martha moved, Margo seconded. Meeting adjourned at 7:33 pm.

Respectfully submitted,

Brady Weinstock, Secretary