

**The Mary E. Bartlett Library**

**22 Dalton Road                      Brentwood, New Hampshire 03833-6000                      (603) 642-3355**

**Tracy Waldron, Chair   Donald Petterson   Marc Wilson   Jim Clark   Liz McConnell  
Alternate Trustees: Lynn Austin   Brian Duffy   Doug Mansfield**

**Meeting Minutes  
Monday, March 18<sup>th</sup>, 2019**

Trustees attending: Tracy Waldron, Jim Clark, Marc Wilson, Don Peterson, Liz McConnell

From the Library: Janice Wiers

Alternate Trustees: Brian Duffy

Tracy called the meeting to order at 6:02 PM.

- A motion was made, seconded and approved to accept the meeting minutes from Feb. 11<sup>th</sup>.
- Janice delivered the Director's report which this month is combined with the Treasures' report. (See attached.)
- Janice mentioned that a patron overheard a staff conversation about preparing materials for the Austin17House and expressed his concern about tax payer's funds being used to support a religious organization. Janice explained to him that there is no connection between the organization and the church in which their events are held. The patron expressed his thanks for the clarification.

Tracy brought forth for consideration several policies for review:

- Regarding the Confidentiality of Library Records Policy, the age at which teens are entitled to confidentiality was discussed. There was some uncertainty whether the age is 13 or 14. The Policy revision was moved, seconded and approved, pending the determination of the correct age.
- The Meeting Facilities Usage Policy was reviewed. The Policy was approved unanimously.
- The Volunteer Application and Handbook were reviewed. A discussion ensued about taking court ordered volunteers at the library. The Trustees reaffirmed that as the Library Director, Janice has the authority to decide if a volunteer applicant is appropriate for the library. A motion was made and seconded and approved to accept the volunteer application. The Handbook requires minor edits to more closely align it with the policy. A motion was made seconded and approved to accept the handbook pending the revisions discussed.
- The Art Display policy and application were reviewed. Revisions to the policy recommend by Doug were discussed. The legal wording of the application was discussed.

There was some concern about whether the wording was overly complicated and if a simpler version would surface to cover the libraries legal interests. Brian will discuss with discuss revisions of the application and waiver with Doug for review at next month meeting.

Tracy addressed the need to elect officers. Jim moved to re-elect the current slate of officers. Marc seconded, and the motion passed.

Tracy addressed the need to appoint alternates. Brian, Doug, and Lynn have all agreed to continue as alternates. Tracy will send a letter to the Select board to request that they be reappointed.

A motion to adjourn was made, seconded and approved. The meeting adjourned at 7:30 pm.

**The next scheduled Trustee meeting will be April 15th, 2019 at 6 pm.**