

**Deering Library Board of Trustees
762 Deering Center Road
Deering NH 03244**

Minutes of January 10, 2022

Trustees present: Chair Betsy Holmes, Eric Stauffer, and Susan Thomas
The meeting was called to order by Chair Holmes at 7:05 pm

Minutes: Unanimous vote to accept the minutes of December 6.

Report on final spending for 2021; Sue Thomas reported that Jim Craig completed the electrical upgrade to the schoolhouse building on December 27, and the bill for Jim Craig Electric was submitted to the TA on December 29. Betsy Holmes reported that the final Eversource bill was submitted for 2021, and we have finished the year slightly under budget.

Update on Board Business –

Checking account; Betsy has received checks for the library checking account and will be requesting that Samantha lock them up at the town hall.

Filing for term as Library Trustee; Both Eric Stauffer and Susan Thomas will need to file with the Town Clerk to run for Trustee positions starting in 2022. Eric would need to file for a one-year term, and Sue for a three-year term. It was discussed that the filing period is from January 19 thru January 28.

Moose Plate Grant Announcements; The Trustees discussed a draft of the grant announcement created by Betsy. Sue will edit the Word document and send it to Betsy tomorrow. Betsy will discuss release of the press announcement with Julius, to be forwarded for printing in The Messenger, and she will also post it to the various town Facebook accounts by the end of the week.

RFPs; Betsy presented a draft of a specific RFP form, which will be used to obtain quotes for the new walkway. She will finalize the form and forward the document to Sue, who will contact prospective masonry businesses to determine their interest for possible quotes. The request for RFPs will also be posted at the Town Hall and on the Deering website. The Trustees agreed that the RFP process should have a due date of April 30, 2022. Sue Thomas will be the contact for the walkway RFPs.

Betsy made a motion to adjourn the meeting at 8:08 pm.
The next meeting will be on February 7th at 7:00 pm in the Town Hall.

Respectfully submitted,
Susan Thomas