

TRUSTEES MEETING
MINUTES FROM MEETING 2-27-18

Meeting was called to order Tuesday 2-27-18 at 5:00 P.M. by Barbara Cooper President, Art Bobruff Vice President for Financial Planning and Fund Raising, Joyce Guinther Treasurer/Secretary, Happy alternate, Dick Hendl Selectman, and Janet Hendl acting librarian from Springfield. Roll call took place. We reviewed the agenda for 2-27-18. Art made a motion to approve agenda, Joyce seconded the motion and motion was approved by all. The review and approval of minutes from the previous meeting 1-30-18 motion was made by Art and Barbara seconded the motion and were accepted with minor corrections, motion was approved by all.

SELECT BOARD REPORT

Dick reported that instead of the library purchasing a paper shredder that Pixie & Cynthia both agreed that the library could use the town shredder whenever needed. Also was checking with the town who they use for a computer contract. He also checked on Apple's contract for software & hardware maintenance which can be gotten on-line. Joyce mentioned that she will check with the town on who they use. Hopefully will have some kind of a report at the next meeting. Dick informed us at this meeting that he removed the batteries from the telescope since they did not work and that he will replace the batteries which the library will pay for.

CORRESPONDENCE

Joyce sent a thank you to Ann Davis- for her subscription donation to "Northern Woodlands"

OLD BUSINESS

TO DO LISTS:

- a) Art – Working on how the \$30,000 CD was acquired - (open)
- b) Joyce – Working also on how the \$30,000 CD was acquired - (open
- c) _____ - renovation plans; follow – up with Terry Knolls, Ingrid - (open)

Telescope agreement – any additional issues? Since Dick found form for the telescope for patron's taking out / checking back in which volunteers of the library will have to be familiar with. It just has to be finalized by the Trustees and we are ready to go.

Follow – up with the state about the 2nd street sign - on hold until new director Laurel starts

REPORTS

COMMITTEES: Friends of the library update –

Barbara gave the annual report for the Friends, Annika Munholland – President, Sue is Treasure and the Friends banking account is remaining open. Barbara was meeting with Caye on Friday. One of the issues that is to be discussed is are they willing to pay again this year for the VIM and Museum subscription renewal and two others that they paid for last year for the library. Patrons are being surveyed about them as well.

LIBRARIAN REPORT

The patrons library cards (password) expires every two years and has to be renewed. Janet mentioned that the library is now downloading books. Art made a motion that the acting librarian should purchase a dictionary. Motion was second by Joyce and Barbara astained.

FINANCIAL REPORT

TYPE OF ACCOUNTS	NAME OF BANK	CURRENT BALANCE
Operating expense	Lake Sunapee	1856.45
Tax Money		
General Library Funds	Lake Sunapee	7946.43
Copy & Fax Fees		
Donations		
Grants		
Scholarship Fund	Sugar River	4835.33
Consist of:		
Book Sales		
Donations specified		
CD Accounts	Mascoma	38451.07

Sugar River as of 1-31-18, Lake Sunapee operating as of 2-15-18 Gen. Library Funds as of 1-31-18 CD @ Mascoma as of 11-16-16 - closed out and was deposited as cash in the LPL Investment account.

Mascoma CD Account as of 1-31-18

ACTION ITEMS

TO DO LIST

ART – Working on how the \$30,000 CD was acquired. Also reported that on a call to Terry Knowles – that we will send her our information for her or a judge’s opinion on what is not obligated for scholarships.

JOYCE – Working also on how the \$30,000 CD was acquired.

BARBARA - (1) Update Ingrid on renovation plan, must be postponed until

2018,

(2) Will follow up with Hayden in reference to history of Springfield, which she is working on.

(3) Follow up with Terry Knowles

LIBRARIAN (1) Telescope agreement is ready to go -On hold until new Librarian

Director is hired

Librarian (2) Ask state about second street signs -On hold until new

Director is hired.

ANNOUNCEMENTS – GREG BRUSS & AZRA KARABEGOVIC FOR LIBRARY TRUSTEE

NEXT MEETING DATE - TUESDAY 3-27-18 AT 5:00 P.M.

NEW BUSINESS

Check out magazine subscriptions. Patrons to be surveyed for their opinions.

Request from Springfield students to do community work at the library – Barbara

Information requested from KRHS re 2018 scholarships
Barbara

Name of Scholarship, sponsoring organization. Springfield – Steve separate from all applications. Received from Steve in 2017 for 2018 (1 form)

Library participation for 250 year town celebration – ideas
All

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! State and federal background check for new librarian
Barbara

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Joyce met with Barbara & Laura on Monday 1-3-18 at the library and went to the town office to get the state & federal background check form notarized.

Pricing for color copies using the library copier - Joyce

! Price of black & white copies remain at \$.20/copy

Color copies are \$.50/ copy which was never noticed that a sign right above the copy machine stated that color copies are \$.50/copy

! National public foundation of libraries (NPFL) - Art

No action on this matter was taken

Trustees non – public session if required – motion to be requested

Motion to continue meeting if business not concluded – motion to be requested, or

Adjournment

Art made a motion to adjourn the meeting at 6:04 p.m. was second by Happy all were in favor