

## TRUSTEES MEETING

### MINUTES FROM MEETING 8-29-17

Meeting was called to order Tuesday 8-29-17 at 2:55 P.M. by Art Bobruff Vice President for Financial Planning and Fund Raising, Barbara Cooper President arrived 3:30 P.M, Happy Callaway Alternate Trustee, Joyce Guinther Treasurer/Secretary, Cheri Haire Library Director Dick Hendl Selectman and Caye Currier former president of the Friends of the Library were present. Roll call took place. We reviewed the agenda for 8-29-17. Joyce made a motion to approve agenda. Art seconded the motion and motion was approved by all. The review and approval of minutes from the previous meeting 7-25-17 were accepted with minor corrections. Motion was made by Art and the motion was seconded by Joyce, motion was approved by all.

**SELECT BOARD REPORT** - RFP – Roof on town hall building.

**CORRESPONDENCE** – NONE

**OLD BUSINESS**

TO DO LIST –

Art, Joyce and Barbara working on report in reference to how \$30,000 CD was acquired, waiting report from Terry Knolls.

Barbara – update Ingrid on the renovation plans; follow up with Terry Knolls;

Cheri – Complete the telescope agreement; ask the state about the 2<sup>nd</sup> street sign.

PERSONAL POLICY UPDATE - Still open - Barbara

**ITEMS CARRIED FORWARD FROM PREVIOUS MEETINGS:**

STRATEGIC PLAN UPDATE

EVALUATE OUR MEETING FORMAT – ORDER OF BUSINESS, ETC - ALL

**REPORTS**

Committees: **Friends of the Library update** - Caye

The Friends now have a new President -- Anika Munholand and Vice President is Sue Cummings, Caye also will be planning on having a Hook – In no date set at this time and will be planning a Raffle on Old Home Day for next year 2018. Caye had asked Cheri what was on the top of the wish list for the library – response was “large print books” estimate cost \$5,000, also audio books, display case, rotating DVD stand just to give the friends an idea.

Looking at possibilities of working on getting a grant, also getting together copy of voter registration list for the Friends to mail out a fundraising letter.

**LIBRARIAN REPORT** - Analyzing hour statistices – based on research of hours, size and pay of other libraries in the area. Also compliance with federal and state Labor Laws was brought up and trustees are looking into this situation. On October 1<sup>st</sup> library will be open only 20 hours per week unless something is approved. Dick suggested applying for a waiver, was not favored. An incident took place at the library on Saturday 8-26-17 approximately 10:00 a.m. Two resident adults and child who use the library to meet downstairs on Saturday so the father can see his daughter. Apparently the meeting between the mother and father this week turned out to be hostiele and the mother and grandmother of the child told Cheri ( Library Director ) to call the police which she did. The state trooper arrived and made a report, but the father had already left.

**FINANCIAL REPORT**

TYPE OF ACCOUNTS	NAME OF BANK	CURRENT BALANCE
Operating expense	Lake Sunapee	3799.85
Tax Money		
General Library Funds	Lake Sunapee	8108.09
Copy & Fax Fees		
Donations		
Grants		
Scholarship Fund	Sugar River	11519.71
Consist of:		
Book Sales		
Donations specified		
CD Accounts	Mascoma	30,223.03

Sugar River as of 7-31-17, Lake Sunapee operating as of 8-15-17, Gen. Library Funds as of 7-31-17 CD @ Mascoma as of 11-16-16 - closed out and was deposited as cash in the LPL Investment account.

Mascoma CD Account as of 6-30-17

## **ACTION ITEMS**

### **TO DO LIST**

**ART** – Working on how the \$30,000 CD was acquired.

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

**BARBARA** - ( 1 ) Update Ingrid on the renovation plan

(2) Follow up with Terry Knolls

**CHERI** - (1) Complete the telescope agreement.

( 2 ) Ask state about second street signs

### **ANNOUNCEMENTS – NONE**

**NEXT MEETING DATE - TUESDAY 9-26-17 AT 5:00 P.M.**

### **NEW BUSINESS –**

Suggestion from a patron to make Lake information available in the library -  
Barbara

Suggested a weather proof display container, not locked ( display library brochures ) on the KLPT town beach in Springfield. Would also be able to leave donated books for patrons to take free. Refer Clancy & Max Carry

Candidates' Forum

-Art

Issued 3 candidates , introduction, questions open to the public, specify first choices with one follow up question, sponsored by the Town Library,

## **ADJOURNMENT**

Art made a motion to close the open meeting and was seconded by Barbara and went into closed meeting at 4:15 P.M. went back into open meeting at 4:35 P.M. Joyce made a motion to adjourn the meeting at 4:37 P.M motion was seconded by Barbara all approved.

Meeting was adjourned at 4:37 P.M.

Next meeting is Tuesday 9-26-17 at 5:00 P.M.

Respectfully submitted

Joyce Guinther ( Secretary )