

TRUSTEES MEETING

MINUTES FROM MEETING 1-31-17

Meeting was called to order Tuesday 1-31-17 at 3:00 P.M. by Barbara Cooper, Art Bobruff, Joyce Guinther, Jennifer Carson, Happy Callaway and Tamara Butcher was present. Roll call took place and the review and approval of the agenda for 1-31-17. Art made a motion to approve agenda Barbara seconded the motion and was approved by all. The review and approval of minutes from the previous meeting 12-27-16 were accepted with minor corrections. Motion was made by Art and the motion was second by Barbara and was approved by all.

CORRESPONDENCE – Joyce sent thank you note to Mascoma Bank for the grant they gave to the library,

also Barbara sent scholarship form to Kearsarge Regional High School

OLD BUSINESS –

Barbara – Contact phone co re-contract – still needed? Refer to New Business under phone.

TO DO LIST

Barbara - Contact Phone Co re-contract - still needed?

Barbara will call Fairpoint to cancel the internet service and would like to wave the cancellation fee, since the Library now has Wi-Fi

Art to find out where the \$30,000 from the Mascoma CD came from, still checking still no record as of this meeting.

Update from building use committee – Banwell Invoice ? – New Drawings Art, Barbara
cost of \$1,200

Alternate trustee search – next steps? - all

Happy said she would stay until the trustees found a replacement, suggestions

were made to advertise in the Intertown, shoppers, put signs in the library, post office and town office for an alternate.

Kahn Academy contest – tentative dates Barbara, Jenn

Kahn in conjunction with the summer reading program. Contest award points, highest score (ex: free tickets to a play or gift certificate)

Taiko drummers demonstration / workshop – contact re-scheduling Barbara, Jenn

Signs for the library -

Art

Signs will cost approx. \$40 to \$45 and arrows approx. \$18. Email Mary for details on what are the state requirement for putting signs on Route #114
Joyce made a motion to proceed with the purchasing of four signs and was seconded by Art.

Renovation plans for the library and their funding

Art & Barbara

As of this time waiting new drawings after drawings are received, getting 2-3 people together to compose a letter requesting to the patrons of Springfield what library is doing and asking for donations to help the library out in this renovation plan.

CATALOG AUTOMATION PROJECT

JENN

Status, timeline, progress -----All books in catalog, patrons information in computer, at this time 14 volunteers have been trained on the catalog system. Jenn suggested having an open house to the public, at the library sometime in the middle of March. Preferably on a Saturday. This will be posted on the Library board outside the time & date. Motion was made by Barbara seconded by Happy. Also changing library summer hours to 5:00 P.M.

NEW BUSINESS

*Per meeting for the Springfield trustees of trust funds last week, the library has an open account, should we clear up this library's debt?
It was voted by the trustees that the debit of \$308.79 should be cleared, Barbara made a motion and was seconded by Art. After this part Art left the meeting at 4:15 p.m. because of another commitment.*

Joyce

SCHOLARSHIP APPLICATION --send e-mail to Jenn on previous application

Jenn, Barbara

As of this meeting the application will now read "SPRINGFIELD LIBBIE A. CASS

MEMORIAL LIBRARY SCHOLARSHIP" NOTE: NO RECENT SCHOLARSHIP AWARDS

HAVE BEEN MADE BY THE CELESTE KLEIN FUND. NO FURTHER SCHOLARSHIP AWARDS

WILL BE MADE UNTIL NOTICE FROM STEVE KLEIN.

PHONE BILL ---

Jenn, Barbara

They will make a call to the phone company to see if they can wave any penalties.

CHANGE OF DATE FOR FEBRUARY MEETING?

Jenn

Since Jenn can't attend the February meeting which would be Tuesday 2-28-17

she had asked if the trustees could change the date, new date for this meeting only changed to Thursday 2-23-17 at 5:00 P.M. which might be changed to a later date and earlier time at the moment is undecided.

LOVE YOUR LIBRARY FUNDRAISER -

Jenn

The library is raising funds for a near future renovation project. The renovation plans can be viewed on the library website. During the month of February sponsor a new book or any book in honor of a loved one. If you would like to sponsor a specific title that you don't see, Jenn will get it for you. Will also be advertised on the bulletin board in the library. Motion was made by Barbara for Jenn to move forward, seconded by Joyce.

Caye's Rug Hooking event - Scheduled for Saturday 3-25-17

Library Director Annual evaluation - timing

Barbara, all

Will take place sometime in March 2017, no date has been scheduled as of this but looking for a date at our February meeting.

ITEMS CARRIED FORWARD FROM PREVIOUS MEETINGS:

STRATEGIC PLAN UPDATE

- Barbara

EVALUATE OUR MEETING FORMAT – ORDER OF BUSINESS, ETC.

- all

WHAT DO THE TRUSTEES AND LIBRARIAN WANT THE FRIENDS TO BUY NEXT? - all

REPORTS

Committees: Friends of the Library update - no update at the time

- Beth

Librarian Report -

- Jennifer

Local author Dan Szczesny will be sharing his new book "Mosquito Rain" the presentation will take place on Monday 2-13-17, Slide shows, Springfield residents to share this presentation. There have been more kids for story hours and also tiny tots.

FINANCIAL REPORT

TYPE OF ACCOUNTS	NAME OF BANK	CURRENT BALANCE
Operating expense	Lake Sunapee	591.19
Tax Money		
General Library Funds	Lake Sunapee	8276.24
Copy & Fax Fees		
Donations		
Grants		
Scholarship Fund	Sugar River	3811.25
Consist of:		
Book Sales		
Donations specified		
CD Accounts	Mascoma	30,102.00

Sugar River as of 12-31-16, Lake Sunapee operating as of 2-15-17, Gen.Library Funds as of 1-31-17
CD @ Mascoma as of 11-16-16 - closed out and was deposited as cash in the LPL Investment account

ACTION ITEMS

TO DO LIST

Art - Email to Steve no record of \$30,000 from Mascoma CD found yet.

Barbara - Provide for Taiko drummers contact information for Jenn

ADJOURNMENT

Happy made a motion to adjourn the meeting, motion was seconded by Barbara, all approved.

Meeting was adjourned at 4:34 P.M.

Next meeting is Thursday 2-23-17 at 5:00 P.M.

Respectfully submitted

Joyce Guinther (Secretary)