

Draft minutes LIBRARY TRUSTEE MEETING
February 25th, 2015

Attendees: Linda Coe, Beth Forgione, Beverly Mutrie and Amy Magnarelli were present. Laura Pouliot was unable to attend. John Ashak was also absent. Richard McDermott was attending as the selectman's representative and Judy Haskell was also present.
Amy called the meeting to order at 5pm.

MINUTES OF LAST MEETING: Beverly suggested clarifying wording on first page under CIP (Capital Improvement Plan) continuing business. We are still on the CIP list, but were given a lower priority than other things in town. We were not high enough on the list to be put on the ballot this year.

Amy makes motion to accept minutes as amended. Beverly seconds, all in favor.

Acceptance of donations and unanticipated funds for February, 2015

Miscellaneous Income-	\$117.40
Conscience Box Money-	\$5
Copier Money-	\$16
Donations-	\$0
<u>Reimbursed Materials Fund-</u>	<u>\$16.75</u>
Total=	\$155.15

Beverly made a motion to accept \$155.15 in unanticipated income, Amy seconded the motion, all were in favor.

IMPORTANT DATES REMINDER:

Election Day March 10, Meet the Candidates date is Tues 3/3, Friends are holding a fundraiser pizza night at Community Oven March 30 from 5-9.

DIRECTOR'S REPORT:

Not all of the new furniture has arrived, but the furniture we have received is in place and looks great!

CONTINUING BUSINESS:

Update on Tucker Library installation of panels and furniture-a couple of panels still need to be installed on ends of shelving, only a few furniture items need to be delivered yet.

Update on AV Experience installation of AV Equipment- Wiring still needs to be done for the AV system. Beth will have a box made for the controls and plugs for the system.

Update on "Prudent Man" investment policy for Trustees-Beth did research, and some Vanguard funds may fit the bill for our investment needs. Beth would like to meet with JP Pontbriand soon to discuss a specific investment plan. Richard also recommended Frank dePeters (New England Asset Advisors) as a resource for this discussion. We can revise the investment plan as part of our investment strategy, and make this part of our discussion on investment policy later this year. We have \$2500 in interest being held by the Trustees of the Trust Funds that will be turned over to us soon.

ACTION ITEMS:

NEW BUSINESS ITEMS:

Meeting Room Policy review- Amy looked at the policy at the Wiggin Library in Stratham. She wanted to add “The library reserves the right to adjust reservation limits based on demand.” to our policy. In Stratham, the person reserving the room needs to be a library card holder. After some discussion, we decided that we don’t need to add this to our policy. Also add- “No group will imply in its advertising that the library has sponsored or supported its meeting or group unless written permission is given by the library director or BOT.” Judy will send out changes to the meeting room policy before the next meeting.

NEST Thermostat- Beverly would like to see a new thermostat installed that would enable someone to turn the heat down remotely when the library is closed on a snow day. After some discussion, it was decided that the cost of installation and the thermostat (roughly \$1000) would take too long to pay back. This should not be a high priority right now.

Prioritization of 5-year plan projects-

Roof- can’t see it with all the snow, so we may need to wait a month or so before having an inspector tell us what needs to be done, but this is a high priority. Insulation of slab may be important, but we may never recoup the cost of doing it. It wouldn’t hurt to get another estimate for insulating the slab, as the previous estimate seemed rather high. Need to take a look at paint outside (again, need to wait until snow melts). Siding and trim re-painting seem to be ongoing. We may be able to do a little of siding and trim every year; maybe one side of the building per year.

NON-PUBLIC SESSION: not needed

PUBLIC COMMENT:

CORRESPONDENCE:

NEXT MEETING: March 25, 2015

Motion to adjourn at 6:10 by Linda seconded by Beth, all in favor.