

LIBRARY TRUSTEES' MEETING

January 14, 2010

PRESENT

Martha Breen, Sally Gilman, Joan Fardella, and Alison Baker. Martha Breen called the meeting to order at 4:07 PM.

MINUTES

On a motion by Sally Gilman, seconded by Joan Fardella, the Trustees voted unanimously to accept the minutes from the December 3rd meeting. On a motion by Joan Fardella, seconded by Sally Gilman, the Trustees voted unanimously to accept the minutes from December 12th for both the public and non-public sessions and to seal the non-public session minutes.

TREASURER'S REPORT

Ms. Baker distributed copies of the treasurer's report. The balances of the Trustees' accounts were as follows: \$28,818.50 in the checking account, \$4,928.62 in the Marois Account, \$10,000.00 in the Certificate of Deposit, and \$3,093.24 in the Brock Trust Fund Interest account for a total of \$46,971.52.

Ms. Baker presented one bill for consideration: the museum pass for the Currier Museum of Art. On a motion by Joan Fardella, seconded by Sally Gilman, the Trustees voted unanimously to accept and pay the bill.

OLD BUSINESS

The first item of Old Business was the Library Roof. Ms. Baker distributed copies of an estimate for the roofing project. Based on this and a prior estimate, the Trustees estimate needing \$90-100,000 for the project. The Trustees directed Ms. Baker to ask Jane Savastano about the process for creating a capital fund for the roof from unexpended funds from the 2009 budget. Due to unanticipated changes in personnel, there was some underexpending of the budget.

The second item of Old Business was the Assistant Directorship. Ms. Baker reported that Michele Garneau had accepted the position and would be starting on February 1.

The third item of Old Business was the meeting room policy. Ms. Baker reported that the new policy had been shared and enforced since the beginning of the year.

The fourth item of Old Business was the Long Range Plan and Goals. Ms. Baker reported that all departments would be presenting the departmental and personal goals at a meeting on January 25th.

NEW BUSINESS

The first item of New Business was the Warrant Article. After some discussion, the Trustees decided to put forward 2 articles: Employee Retirement Benefits and a capital fund for the roof. Both warrants would utilize unexpended funds from the 2009 budget.

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The second item of New Business was the Brock Trust. Ms. Baker reported that the Trust would be issuing \$1,527.24 to the Library. Funds from this Trust could only be used for Library materials. The funds would come through in March or April.

DIRECTOR'S REPORT

Ms. Baker presented the statistical overview for 2009. The year had been very successful with increases in all areas. Ms. Baker also reported on the completion of the installation of the handicapped accessible water fountain. While this had been done, a crack in the sewer line had been discovered and repaired. Ms. Baker passed around pictures of the recent vandalism in the public men's room. There had been several instances of vandalism, one breaking and damaging the stalls and dispensers, the other involving graffiti on the stall walls requiring a repainting of the stalls. Ms. Baker discussed some upcoming events, in particular the Baked Bean Cook Off planned for February to coincide with the February KLAS program planned called: Baked Beans and Fried Clams, presented by Edie Clark.

TRUSTEE MATTERS

Mrs. Breen reported that she would be completing the Trustee Report soon. Mrs. Fardella asked about the security systems at the library, and Ms. Baker explained how they function.

DATE AND TIME OF NEXT MEETING

The date and time of the next meeting was set for January 25th at 3:00 PM at the library.

On a motion by Mrs. Gilman, seconded by Mrs. Fardella, the Trustees voted unanimously to adjourn the meeting at 5:00 PM.