

Minot Sleeper Library Trustees Meeting
August 17, 2016 1PM

Trustees present: Rosemary D'Arcy, Nancy Dowey, Archie Auger, Ann Guilfoyle, Ann Fitzpatrick, Nancy Spears, Shirley Yorks, Kathleen Haskell, Lucille Keegan and Library Director Brittany Overton.

The minutes of the July 14, 2016 meeting were approved.

Nancy Spears moved to approve the financial report and Ann G, seconded. Motion approved.

Director's report:

Brittany once again had supplied a thorough report. Action items were addressed.

She recommended that we put up signs to indicate that there is parking available behind the library. Brittany will get information. Lucille said that signs can be purchased from the NH State Prison.

Alternative Solutions came back and finished the cleaning that was not done correctly.

Jeff Goodrum is getting parts to fix the main doors.

The basement work is complete. **Nancy Spears made a motion to authorize the payment of \$3397.50 to Silver Lake Construction LLC for the work done in the basement to stop the leak coming in on the east side of the foundation. This money will be transferred from the Carr account. Nancy Dowey seconded and the motion was approved.** It should be noted that a \$300 credit was given to the library because they did not have to move the small deck by the door.

The Town is changing from Dead River to Rymes for propane and the library was part of that bid. There is concern that the trustees were not included in that decision. Either the library or Rymes will need to buy the propane tank from Dead River. The cost to the library would be \$2,500 and the trustees were not in favor of this. If Rymes buys it our rate will increase by \$0.12 per gallon. Ann Fitzpatrick had questions about the tank and would like to know if it is warranted. Brittany will get more information from the Town.

Archie Auger moved to allow the "Missing Man White Table" to be displayed at the library. Shirley York seconded and the motion was passed.

There was a question about the \$25 non-resident fee. Is it intended to be yearly or a onetime payment. The current policy says " \$25 nonrefundable fee". The trustees agreed to keep it as a onetime fee. There are only about 12 patrons that are nonresidents at this time.

It was agreed that Bristol employees and teachers in the Newfound District that do not live in the district will be allowed to have a library card without paying the fee.

Archie Auger moved to establish a paypal account. Nancy Spears seconded and the motion was approved.

Azra gave a very informative presentation about the summer reading program. It was a huge success and we thank Azra and the Friends for all there hard work.

Rosemary passed out information for the trustees to read before our strategic planning session.

Kathleen stated that whenever we hire a contractor we need to request a certificate of insurance.

Rosemary has found a company that will make a 2x3 library flag. The cost is \$129 but if we order 5 we can get a better price. Brittany will see if any other libraries would like to purchase a flag.

Nancy Dowey will ask Bill to attend the Sept. or Oct. meeting to give us a solar update. We are still receiving a demand charge. Brittany is working with Bill on this.

The Smart Recovery program is meeting in the library on Mondays.

Archie Auger moved to move into executive session at 2:35. Nancy Spears seconded and the motion was approved.

Archie Auger moved to come out of executive session at 3:15. Ann Guilfoyle seconded and the motion was approved.

Rosemary adjourned the meeting at 3:30.

Strategic planning meeting will be held September 15 from 4-8.

Lucille Keegan, secretary