

MINOT SLEEPER LIBRARY TRUSTEE MEETING
February 28, 2019 5:30 PM

Trustees present: Rosemary D'Arcy, Nancy Dowey, Martha Hulsman, Kathleen Haskell, Nancy Spears, Shirley Yorks, Lucille Keegan. Not present: Karen Boyd
Library Director: Brittany Overton present

Rosemary called the meeting to order at 5:30 PM.

The minutes for January 10, 2019 were reviewed. **Martha moved to accept the minutes as presented and Nancy D. seconded. The motion was approved unanimously.**

Finance report:

Brittany distributed a three year report of income and expenses. **Martha moved to accept this report and Nancy s. seconded. The motion was approved unanimously.**

Reports for the trustee accounts and the town tax accounts were reviewed. Brittany noted that there was a reimbursement in the computer support line that carried over to the 2019 budget. **Martha moved to accept these reports and Ann seconded. Motion was approved unanimously.**

Director's report:

- Brittany had provided a thorough report previous to the meeting for our review.
- **Martha moved to approve the spending of approximately \$280 from trustee funds for the purchase of the remaining books from the Giving Tree. Nancy S. seconded and the motion was approved.**
- Martha and Kathleen will work with Brittany on a letter to VINS in regard to their change in pass policy requiring a charge with the pass.
- **Rosemary moved to allow the Bicentennial Committee the use of the meeting room on Sunday, March 24, 2019 for a sponsor reception. Nancy S. seconded and the motion was approved.** Lucille is a member of the committee and will be responsible for opening and closing the library.
- The Slim Baker Foundation has requested the use of the meeting room on Saturday, April 13 from 8 AM to 3 PM. When the library is used during hours that it is not open the library policy requires that a staff member, trustee or an authorized volunteer be in attendance. Lucille volunteered to be at the library at 8 and stay until a staff member arrives. **Martha moved to have Brittany authorize the use of the meeting room on Saturday, April 13, 2019 8am-3pm by the Slim Baker Foundation. Shirley seconded and the motion was approved.**
- The Garden Club has requested the use of the meeting room on Wednesday, September 11, 2019 for a Humanities Program. **Nancy S. moved to have Brittany authorize the use of the meeting room by the Garden Club for a Humanities Program on September 11, 2019 from 6pm-8pm. Nancy D. seconded and the motion was approved.**

Old or unfinished business:

- Brackley Shaw and CCI are working on a fix for the roof issue.
- We have not had any more contact with the potential donor. Brittany suggested we should create a list of projects that could be offered to someone who might like to donate to the library.

- The strategic planning subcommittee has met. Brittany has shared the results of the survey. The staff and trustees will work together to identify goals. Another public meeting will be held in a few months.
- The library policies committee presented their report and changes. Thank you Martha, Nancy S., Karen Boyd and Brittany.
- The by-laws were reviewed. In section F. the number of required meetings each year will be changed to 10 instead of 12. The number of trustees required for a quorum was reduced to 5 from 6. **Nancy S. moved to accept the by-laws as revised. Martha seconded and the motion was approved.**
- **Rosemary moved to approve the expenditure of funds for signs to be placed next to the portraits of Minot and Sleeper. Ann seconded and the motion was approved.** Thank you Nancy Dowey for taking on this project.
- Rosemary thanked Annie for her dedication as a trustee over the past years and presented her with a card and plant. Annie is not running for reelection this year.

New business

Rosemary moved to enter into executive session per RSA 91-A:3,11(a) Martha seconded and a voice vote was taken will all present in approval.

Martha moved to adjourn and Kathleen seconded. Motion was approved.

Respectfully submitted,
Lucille Keegan
Secretary