

Minot Sleeper Library Trustees Meeting

July 9, 2012

Trustees present: Wendy Costigan, Nathan Haselbuer, Barbara Greenwood, Archie Auger, George Corrette, Glenn Dorr, Roger Nichols, Lucille Keegan

Also attending: Sharon Warga, Deborah Thouin, Jim Nyberg

Secretaries' minutes for June were accepted as written.

Treasurers' report:

- Checking account \$2,132
- Investment pool \$48,888
- Stock portfolio \$122,400
- Capital fund \$76,000

Invoices # 10,11,12 totaling \$12,900 have been paid by the trustees and there is #13 for \$4600 to be paid. The total of \$17,500 will be reimbursed by the town. Archie made a motion to request the board of selectmen pay the library trustees \$17,500 for reimbursement of \$12,900 and payment of \$4,600. Roger seconded and the motion was approved.

Archie motioned to have Roger's name added as second signer on the financial accounts. Barbara seconded and motion was approved. Papers will be signed after this meeting.

Wendy motioned to liquidate funds # 2,7,8 of the Investment Pool and place funds in the check book for partial payment of the bill for the engineer (\$6700) which is the responsibility of the trustees. Barbara seconded and the motion was approved. The trustees have to pay a 10% transmittal fee to Brackley for the engineer. Archie asked how we would keep track of this money for additional expenses only.

Roger passed out an updated list of the Investment pool funds.

Sharon gave the librarians' report: Summer programs are running smoothly. Deborah will be on vacation 8/9-8/13 and Sharon will be on vacation 8/22-8/27. Sharon is working with Charlie Carr to get an estimate for work on the front doors. There is a balance of \$4,900 in the Rural Development grant. Sharon will check into the timeline for the use of these funds. She is working on the 2013 budget and asked about how we will fund the three new computers. The trustees directed her to include them in the town budget. Jim will get estimates for additional heating and electric bills to include in the budget. The new library hours will begin August 13. The sign in front of the building will be taken down rather than be replaced when the hours change. A new sign will be put up with the addition.

Sharon has not heard anything about the portrait restoration.

Sharon made suggestions for changes to the town personnel policy in respect to library trustees. Archie suggested we need to take a look at policies, job descriptions and contracts. Archie will go through RSA's

to help clarify requirements. Sharon said that the computer use policy that the town employees follow is not applicable to the library because they have to do searches for patrons.

A discussion was held about setting a date for the groundbreaking ceremony. It will probably happen in mid August. The date depends on the DES approval. Sharon will write an article for the paper explaining why the project has not started yet.

The fundraising committee will be sending donor letters and envelopes to a new list of potential donors. These new envelopes are designed so they can be used in the future for donations after the addition is complete. It was suggested that we take down the fundraising sign. George suggested a new saying- We're nearly there, Do your share.

Wendy was contacted by Don Martin in regards to lowering the price of the land we have for sale on West Shore Road. Nathan made a motion to lower the price to \$67,900 as suggested by Don Martin. Wendy seconded the motion and the motion was approved.

Lucille Keegan