

MINOT-SLEEPER LIBRARY BOARD OF TRUSTEES MEETING

MARCH 18, 2013

Trustees present: Wendy Costigan, Barbara Greenwood, Ann Fitzpatrick, Archie Auger, Lucille Keegan, Roger Nichols, George Corrette. Also present: Sharon Warga, Deborah Thouin

**Nominations to positions:** Wendy Costigan, chair, Archie Auger, Vice Chair, George Corrette, treasurer, Lucille Keegan, secretary. Nominations moved by Barbara and seconded by Roger. Archie moved that the secretary cast one vote for the slate. Slate approved.

**Secretary's Report:** Accepted

**Treasurers Report:**

- Checking account balance \$31,596
- Investment portfolio balance \$34,098 (only \$10,000 available)
- Stock portfolio \$85,807
- Capital Fund \$76,190

Tucker Library was paid \$4251.

The trees have been taken down and should be paid out of the landscaping budget as well as the \$650 for the additional outside faucet.

Out of the \$880,000 from the town for the project there is \$78,000 left. There is a balance of \$165,000 on the project. The trustees need to pay \$98,000 out of the capital fund. Roger made a motion to transfer \$75,000 from the capital fund to the town. Archie seconded. Motion was approved.

At town meeting the article passed so that the trustees can keep the money earned from the copy machine. This money will accumulate until the end of the year and be used as necessary.

**Librarian's Report:**

Librarian's Monthly Report

Programs

- First Pages Lapsit/Book Toters (ages 0-3): Resumes Monday, April 1<sup>st</sup>, 10am-11am. These programs will run congruently and are designed to be convenient for families who have both a toddler and infant. This will be the first time we will be offering separate activities for the toddlers at the same that Lapsit is running

- Bouncy Bookworms Preschool Story Time (ages 3-5): Resumes Friday, April 5<sup>th</sup>, 10am-11am
- Just for Fun Craft Time: Saturday, March 30, 10am-Noon. Spring-themed craft ideas and materials to make them will be set out in the Children's Room for children and their parents to make together.
- ACT/SAT Prep Course: Offered and taught by NHHEAF for 4 weeks. Sign-up is limited to 25 and they must be registered by 4/5. So far we only have 3 people signed up ☹️
- Summer Reading Program: We have booked storyteller/musician Keith Munslow for our kickoff performance on Wednesday, June 26<sup>th</sup> at 10am at the TTCC. We will be applying for the KBA grant to cover some of these costs.
- Senior Center Tour: Tuesday, April 23<sup>rd</sup>, 12:30pm. A group from the Senior Center will be stopping by for a special tour of the new library. Organized by Judy Willson.
- Library Grand Opening: Saturday, May 25<sup>th</sup> – need to order invitations – how to pay?

### Staff

- Sharon and Deborah attended the Spring CHILIS conference in Manchester on March 7<sup>th</sup>
- Deborah is the new Treasurer for CHILIS!
- Sharon will attend the joint Scrooge and Marley/READS Roundtable meeting on Wednesday, March 20<sup>th</sup> at 9:30am at the Gilford Public Library. This is free of charge for all S&M coop members. The theme of the READS Roundtable is "How Far Do You Go?"
- Part time and Full time staff are required to attend a mandatory training session by Primex on slip, trip and fall prevention in the workplace. Training is on April 2<sup>nd</sup> at 10:30am and again at 1:30pm at the Town Offices.
- Sharon completed and submitted the annual NH Public Library Statistical report for the state
- 2.5% raises went through at Town Meeting for staff (except for our Library Page since she only recently began work)

### Grants

- We received the 2013 Libre Foundation Grant!

*"The Foundation works with the library's Friends of the Library or other local organizations because we believe in community involvement and want to encourage and reward local support of libraries. The Friends, or other local sponsors, can contribute from \$50 to \$350 which the Foundation matches on a 2-to-1 ratio. Thus, a library can receive up to \$1,050 worth of new, quality, hardcover children's books through the Foundation's BOOKS FOR CHILDREN program."*

Deborah is currently going through the list of titles we can choose from and making the decision on which titles would benefit our Children's Room the most, paying special attention to materials that meet the Common Core standards

### New Library Stuff

- Because of the mix-up with some of the furniture not being delivered on time, Chip offered us a \$250 accommodation out of his commission. He apologized profusely for the vendor even though he did not have much control over the actions of the vendor. The vendor, Jasper Chair Co. upgraded the Teen café tables at no charge but offered no other discount.
- Time to upgrade vacuum cleaner to something bag-less?
- Plaques have been paid for in full and are at the library. CCI will put them up when they come back to do any outside work that still needs to be completed
- Bricks – many patrons have come in interested in purchasing bricks – should we start up again?
- Benches?

### **Old Business:**

Barbara thanked Sharon and Wendy for all their hard work moving the addition project forward. Everyone agreed that they have done an outstanding job with some difficult situations they may have faced.

Don Martin of Old Mill Properties discussed the options for listing the lake property. He suggested that we drop the price to \$59,900. No decision was made at this time.

Archie will meet with the town assessor, Phil Bodswell, about the current assessed value. He is also in contact with Ray Burton to see if there is a way we would not have to pay taxes on this property.

It was decided to wait until the April meeting when we have more information before we decide to list it this spring or not.

### **New Business:**

There have been inquiries about purchasing bricks so we will continue to sell them

Sharon has been getting quotes for the outside granite benches that have been purchased.

Archie reported that the high school and middle school have some slates painted and ready for sale.

Archie moved that we adopt the policy book as currently written and Barbara seconded. Motion approved. The policies will be reviewed as we have more time.

**Next meeting will be April 8 at 4 PM at the library unless otherwise notified.**