

Minot Sleeper Library Trustees Meeting
September 27, 2018
5:30 PM

Trustees attending: Rosemary D'Arcy, Nancy Dowey, Shirley Yorks, Ann Fitzgerald, Lucille Keegan, Kathleen Haskell, Nancy Spears, Karen Boyd, Martha Hulsman

Library Director: Brittany Overton

Rosemary called the meeting to order.

Karen moved to accept the minutes for August 23, 2018. Martha seconded and the motion was approved.

Treasurers report: Brittany passed out copies of the Profit & Loss Statement and the Balance Sheet. Martha moved to accept these reports and Nancy D. seconded. Motion was approved

Librarians report: We went through the questions Brittany had in her report.

- In regards to the leaking roof issue it was decided to ask Paul Fleming about the use of heat coils. It was also decided to have Brittany ask Paul to ask the roofer he works with to look at the roof and provide estimates for rebuilding the roof and for heat coils.
- **Martha moved to authorize Brittany to have Josh Furbish repair the stairs outside of the children's room for \$950. She will also ask him to take a look at the roof while he is here. Nancy D. seconded and the motion was accepted.**
- We will postpone any work on the other egress this fall.
- White Mountain IT has suggested some changes in our wireless system. No action will be taken in 2018 on this matter.
- **Rosemary moved to submit a warrant article to the town to be voted on at the March 2019 town meeting that would establish a reserve fund for an Expendable Trust Fund for the library. Martha seconded and the motion was approved.**
- The \$10 for the EAU invoice will be paid from Trustee funds.
- **Nancy S. moved to authorize Brittany to purchase a desktop to replace the one that Cindy uses for ILL. Karen seconded and the motion was approved.** We will put money in the 2019 budget for a new laptop for the library director's use.
- Azra will be attending the NELA fall conference and participating in a panel discussion on Oct. 23. There is money budgeted for one day at this conference. She has requested that we pay for the full three days. **Nancy D. moved to pay for 2 days at the NELA conference. Nancy S. seconded and the motion was approved.**
- The trustees support Brittany moving forward with applying for a grant through the ALA for American Creed: Community Conversations.
- Brittany will be attending the Scrooge and Marley meeting in Plymouth on Nov. 2
- Brittany passed out a sheet for potential 2019 wage increases. There was discussion about whether or not we would base increases on the 3% as the Town does. We will continue to discuss this at our next meeting. We need to establish a policy for how to handle pay increases when an employee completes and advanced degree.

The hour had reached 7:30 and there were more items on the agenda so it was decided to adjourn at this time and continue this meeting on Tuesday Oct. 9 at 4 PM.

The Strategic Planning Committee is looking for a date for the Community Involvement event. Nancy S., a member to the Town Economic Development, suggested that they could combine for a potluck dinner and discussion. One potential date suggested was Oct. 24.

The next regular meeting will be October 18 at 5:30.

Nancy S. moved to adjourn and Martha seconded and the motion was approved.

Lucille Keegan,
secretary