

MINOT- SPEEPER LIBRARY BOARD OF TRUSTEES

September 19, 2014

2:30 PM

Trustees present: Wendy Costigan, Roger Nicholls, Archie Auger, Nancy Dowey, Ann Fitzpatrick, Shirley York, Rosemary D'Arcy, Lucille Keegan. Also present Library Director, Sandra Allgood

1. Secretary's report accepted.

2. Treasurer's report: Archie reported that he is in the process of moving the funds to a local bank as voted at the last meeting. He reported that there will be excess money from the budget due to the time we were without a director. He offered a few suggestions for ways to use this money for the benefit of the library. We will discuss this at the October meeting.

3. Librarian's report: Sandra had an offer of a donation of a doll from Pam Yinger. The trustees felt that there would be no place to display it and recommended to Sandra that she contact Pam and tell her no thank you. Ray Couchaine has been working on the computers. The public computers that were purchased are refurbished and will need replacing in the near future.

Sandra will order a new laptop using funds from the new equipment line.

The Friends have purchased a telescope for the library. Sandra is working on a circulation policy for it.

5. Old Business:

- Solar project (Bob Skiffington thermostats) Jeff Goodrum needs to call him.
- Library Table Restoration completed and table is back in the library.
- Policies (including personnel) will be taken up at the October meeting.
- Doors have been fixed but may still have a problem with the crash bar. Sandra will call.
- Basement: It is drier but the drainage work outside has not been done. Wendy will follow up with the Town.
- Plaque: Rosemary will order it.
- Library lights: We have a quote from Jeff Goodrum for the work. **Wendy made a motion to have Jeff Goodrum do the work described in his estimate. Roger seconded and motion approved.**
- Open trustee seat: no one has applied at this time.
- Operating budget: Archie began his presentation with a statement from the NHLTA (?). There was confusion as to what the intent of the statement was. He explained that his interpretation was that the trustees need to add into their budget what will be spent using trustee funds. He then presented the budget that he and Sandra had prepared. She had increases in the staff, library maintenance and custodial supplies lines. She also increased the programs line. Rosemary asked if she had considered purchasing kindles or other devices that could be loaned out. Sandy was not sure of what the trends for such are in other local town libraries. Sandra's priority for the budget is additional staff and increased hours for one current employee. Sandra will gather information from the Friends in regards to how much money they have given toward programs in 2014. This area was very unclear and requires better record keeping. Rosemary stated that we need a clear report at the end of the year of all sources of funds that are not a part of the operating budget. Roger would like to see the budget reflect all revenue. The budget will be taken up again in October.

Wendy moved to go into non public session 91-A:3 11(a). Seconded by Roger a roll call vote was taken in the affirmative.

Wendy moved to come out of non public session. Seconded by Roger and a roll call vote was taken in the affirmative.

Wendy moved to seal the minutes of the non-public session. Roger seconded and vote was affirmative.

Meeting was adjourned at 5:30.

Lucille Keegan

Secretary