

Sanbornton Public Library Board of Trustees
Meeting Minutes of January 10, 2017

PRESENT: Marcia Haigh, Kris Rathjen, Carol Raymond, David Adams, Carol Dexter

ALTERNATES: Marj Bray, Audry Barriault, Greta Olmstead

Call to Order: Meeting called to order at 6:56 p.m.

Secretary's Report:

No Report.

Motion David/Carol D: To accept the Minutes from December 20, 2016

Motion Passed

Treasurer's Report:

We are on track for the year.

Motion Kris/David: To accept the Treasurer's Report

Motion Passed

Building Report:

Things are running smoothly at this time. The town is doing a good job of keeping the exits and walkways cleared.

Director's Report:

Very busy with the end of the year reports for the New Hampshire Library system and the Town Report. Library has seen a 4.6% increase in use over the prior year. Also end of the year tax information for the staff W2's and 1099's for vendors.

January will be busy with programs and groups meeting in the Library.

February 4th is Bring your Child to the Library Day. Carol and Audry to bake goodies for this event, ideas for crafts for the kids would be welcomed.

Discussion about the senior day out at the Library. Greta and Marg will be the point people for set up and take down and will contact Karen & Steve Ober for their thoughts on who to contact to get the word out. First meeting will be February 7, 2017 at 11:00 a.m. and will only run in the winter/ early spring February, March and April.

Old Business:

Policy Manual, Carol Raymond has done a lot of work with the manual and David has volunteered to help get it into shape and they hope to get a draft manual to the board at the next meeting, but it may be March.

Volunteer Service job description was discussed, stating in general what the volunteer is expected to do and general guidelines. Carol R. said they have this kind of document for the Science Center. Board thought it was a good idea.

Discussion on the need for background checks for volunteers, who would bear the cost and that if a volunteer is left alone with children that a background check would be needed. This does not happen at the Library at this time.

There was also a discussion on the changing roles of volunteers. Libraries are now very technology based and volunteers are not always comfortable with learning this new skill. The volunteers we have are very helpful in getting crafts ready for the children's story hour, shelving books and reading the during story time. We have had little to no response for volunteers to work with the computers and offer assistance to others with tech questions especially with Windows 10.

Trustee Vacancy was discussed. Marla has left her position because of demands of the Town Clerk's office. Carol Dexter also gave notice that she would not be running for another term due to family obligations and a new job. Marg said she would fill Marla's position for the rest of the term and run in the Town Elections.

Motion Carol R/David that Marg fill Marla's position and be sworn in, if possible, at the next Board of Selectmen meeting.

Motion Passed

Discussion on the Budget and how it is proceeding. The Board of Selectmen has approved our budget as presented. Budget Committee had some questions that were answered by Marcia at their last meeting.

Meeting Adjourned at 8:40 p.m.