

Meeting Minutes of December 19th, 2017

Present: Library Director Marcia Haigh, David Adams, Marj Bray, Audry Barriault, Grita Olmstead

Absent: Kris Rathken, Carol Raymond, Alternate Bill North

David Adams called the meeting to order at 7:00 p.m.

Secretary's Report: None.

Motion: David/Audry to accept minutes of November 21st. Motion passed.

Treasurer's Report: 105% of the first half-year budget has been expended but this includes the printing of new library cards, new chairs and the magic show program which are being paid from other sources (donations and Salateillo Trust). We should be right at 100% expended at end of calendar year.

Motion: David/Marj to accept the Treasurer's Report. Motion passed.

Building Report: Library Director Marcia Haigh says that the new Transfer Station Manager will be in charge of building maintenance, before this was a Highway Department task. Walkways have been shoveled including emergency exits.

Motion: Marj/Dave to accept the Building Report. Motion passed.

Director's Report: Open Chess program was well attended and another will be planned. The genealogy workshop was well attended with 15 people. The Ancestry library edition subscription is being renewed for next year. Several residents have asked for the same program to be hosted in the evening so they can attend. Marcia will check on this with the program instructor to see what her availability is for February/March timeframe.

Upcoming Events: February 21st at 6:30 the library will host an estate planning workshop. The Yoga program through the Rec Department is in the library at 10:00 on Friday mornings. The Rec Department is asking if another day for Yoga is possible, and Marcia is proposing Tuesdays between 10:00 and 2:00 or Wednesdays between 1:30 and 3:30. Trustees have no issues with this but Audry asked if the yoga participants could be asked to park further from the entrance to allow parking for other patrons. The Library/Conservation Commission photo contest is ongoing until March. Prizes and judges will be provided by the Conservation Commission.

Old Business: Policy & Procedure Manual is still ongoing. The electricity agreement with LRPC has been signed by the BOS and the library should see a decrease in their electric bill soon because of this. The Fire Chief is still working on the new security system proposal for Capital Alarm. The library would need to plan for the new security system for FY20.

New Business: Marcia will remind library newsletter recipients that the library can accept monetary and material donations and that donated funds are used for programming, supplies, summer reading, etc. The library has received two requests for museum passes for Strawberry Bank in Portsmouth and Canterbury Shaker Village. Marcia will see what other requests come in so that the library can plan for

what passes to purchase for next year. Marcia also noted that library is usually closed the day before Christmas and that staff receive holiday pay. Because Christmas is on a Monday she is requesting that the library is closed on Saturday the 23rd and that the employees that would work that day receive holiday pay. Motion: Audry/Marj to close library on Saturday and have employees receive 5 hours holiday pay. Motion passed.

Other Business: Marcia has received a donation of Masters of Harmony Grange photos and suggested that they be hung in the Woodman Room because there is less sunlight in that room that could cause damage. The Harmony Grange used to meet at the library. Motion: Dave/Marj to accept the donation and have Dave hang in the Woodman Room. Motion passed.

Meeting adjourned at 8:25 pm.

Drafted by Audry Barriault, Secretary pro tem