

Library Trustee Meeting Agenda

Tuesday, February 21, 2017

Meeting called to order at 6:02

Trustees Present: Ann Butler, Pam Coburn, Jane Ramsay

Absent with Notice: Paul Eldridge, Duncan McNeish, Miller Lovett

Others Present: Erin Apostolos (director), Christopher Leland (assistant director), Matthew Gunby (head of circulation), Betty Strader (alternate trustee), Jim McFarlin (alternate trustee)

- I. Secretary's Report-approve minutes of January 19 (non-public), January 24, and February 2, 2017. Sign previous minutes.
 - a. **Motion to approve January 24th and February 2nd meeting minutes made by Pam Coburn. Seconded by Jane Ramsay. Motion carries unanimously.**
- II. Treasurer's Report
 - a. Market value: \$853,285.43
 - b. **Motion to accept treasurer's report made by Pam Coburn, seconded by Jane Ramsay. Motion carries unanimously.**
- III. Library Director's Report
 - a. Easement with the Baptist Church. Church can use the library parking lot for Sunday services. Library staff can use path. Add usage in feasibility study.
 - b. Message from trustees. Laying out what facets need to be considered to both bring the current site up to code and providing a desired level of service. Also, providing the cost of this project.
 - c. Creating an advisory board composed of members of the Trustees, Select Board, Planning Committee and citizens at large. Demographics, expertise, participation and library usage should be considered.
 - d. Need a carefully crafted message for town meeting.
 - What the library does for the community.
 - Betty Strader, Jim McFarlin, Ann Butler, Pam Coburn and Erin Apostolos will meet at 1:00 on 2/22
- IV. Old Business
 - a. Bylaw Review-tabled until March
 - b. Outreach Committee Update- meeting on Friday.
 - c. Fundraising Committee Update- Has not met. Tabled at this time.
 - d. Policy Committee Update-Signs on Front Lawn- Anything Friends of the Library or any non-profit organization the library partners with, and anything from the town of Meredith. Draft policy will be created and presented at next meeting.
 - e. Need to set up time to meet with Jennifer Goodman- Tuesday March 7th at 9AM. Pam Coburn will contact GMP to let them know the time if they wish to attend.

V. New Business

- a. Purpose of Advisory Committee: Clarification on who they report to and who has final say on project. What role will the Select Board and Board of Trustees have on this process?
- b. Motion to create the following study and committee made by Jane Ramsay. Second by Pam Coburn.
 - Feasibility study should adhere to the previously created vision and be directed by advisory committee.
 - Advisory committee consisting of two trustees and two Select Board members who will expand the committee to active library users to report to the Board of Trustees with the results of the feasibility.
 - Library director or someone she designates will be a non-voting member of the committee and will take part in each meeting.
 - Motion carries unanimously.
 - This motion will be provided to the town tomorrow.
- c. Discussion about presentation to BOS Feb. 6
- d. Town Meeting-March 15, 2017
- e. Change date of March Meeting to March 16th at 6 PM. Motion made by Pam Coburn. Seconded by Jane Ramsay. Motion carries unanimously.
- f. Paul Eldridge will be asked to chair next meeting.
- g. Nominating committee: Ann Butler will contact Duncan McNeish to see if he can do this. Pam Coburn says she would consider being a backup to this.
- h. Message for staff: Partial feasibility study on Robertson property. Currently two feasibility studies. Feasibility study to give the patrons of Meredith the best library they can have at a reasonable cost to the taxpayers.
 - Desire of the Select Board and Trustees for an apples to apples study on this site and a new site that meets the library vision.
- i. Read over motions and actions

- VI. Adjournment--Next meeting: Tuesday March 7, 9:00AM.
Motion to adjourn at 7:44 made by Jane Ramsay seconded by Pam Coburn. Motion carries.

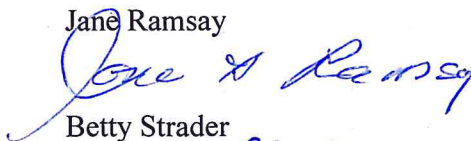
Respectfully submitted by Matthew Gunby


Ann Butler

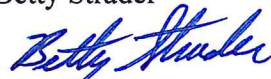
Pam Coburn



Jane Ramsay



Betty Strader



Jim McFarlin