

Library Trustee Meeting
Tuesday, May 14, 2019, 6:00PM

Trustees Present: Sarah Johnson, Betty Strader, Jonathan James, Lisa Garcia, Ann Butler, Paul Eldridge

Absent with Notice: Ginny Lovett

Others Present: Jim McFarlin, Christopher Leland (assistant director), Matthew Gunby (head of Circulation), Erin Apostolos (director), Paula Wanzer (alternate, voting for Ginny Lovett)

Meeting called to order at 6:01 PM.

- I. Presentation by Steve Aiken: tabled until next month.
- II. Secretary's Report-approve minutes of April 16 and 29, 2019. Sign previous minutes.
Motion to accept public meeting minutes for April 16th and April 29th made by Betty Strader, seconded by Sarah Johnson. Motion carries unanimously. Motion to approve nonpublic session for April 16th meeting made by Paul Eldridge, seconded by Betty Strader. Motion carries unanimously.
- III. Treasurer's Report
 - a. Ask Steve Aiken if investment reports can be sent monthly.
- IV. Library Director's Report
- V. Old Business
 - a. Meredith Library Fund Update
 - i. Officially over \$500,000 as of 5/14/19 in signed pledges.
 - ii. Third mailing went out 5/8/19.
 - iii. Fourth major mailing will be going out in June, primarily focused on summer residents.
 - iv. Bob Manley created video testimonial.
 - v. Met with Casey Gerken
 - vi. Book purchase through Innisfree.
 - vii. Fundraising possibilities.
 - viii. Thermometer or other graphic to display progress.
 - ix. Letter to David Ames pending BOS Meeting
 - b. Building Design Subcommittee Report
 - i. Useful meeting with Ron Lamarre 5/2/19.
 - ii. Decision on design-bid-build or construction manager at risk. Need to schedule meeting prior to June 1st.
 - iii. **Special trustee meeting scheduled for May 23rd at 6:00 PM.**
 - c. Advocacy Subcommittee Report
 - i. Building timeline for future advocacy meetings next week.
 - d. Charity Dinner: waiting to hear back from Ginny Lovett. Tabled until June.

VI. New Business

- a. Lavallee Brensinger Contract: Select Board needs to review it first. Vote on contract May 23rd.
- b. Receiving Funds from Trustee of the Trust Funds (**Requires Vote**)
 - Letter to trustee of the trust fund. Request the following funds from the trust fund: \$3478.89 total, \$3273.43 programming, \$199 for town clock service, \$6.46 for periodicals. **Motion to request funds made by Paul Eldridge, seconded by Jonathan James. Motion carries unanimously.**
- c. BOS Meeting May 20 at 4:30
 - in-kind donations
 - OPM vs. Clerk of the Works
 - CM@Risk vs D-B-B
 - Funding for Parking Lot (\$175,000 not budgeted)
- d. CIP Meeting May 21, 4:00PM at Annex-Erin sent updated CIP form; included parking lot
- e. Library Director Review in June
- f. Friends update: book sale begins Thursday May 16th. New statue and garden will go in prior to Memorial Day. Still looking for new location for bookstore.
- g. Perpetual Calendar
 - May**
 - NHLTA Conference
 - Receive monies from Trustee of the Trust Funds
 - Discuss Library Director Review
 - LCHIP Letter of Intent: due Friday.
 - June**
 - Library Director Review
 - Library Building Anniversary
- h. Other Business?
 - Trustee alternate: Maggie Croes. Summer resident for many years, recently became full-time resident. **Erin Apostolos will prepare information packet.**
 - Ask Elissa Davis if there is anything she would like added to the collection in Bob Davis' memory. Card to be signed at May 23rd meeting.
 - NHLA Paralibrarian Certification. Any incentives that can promote this? Gift card for first level. Plan for consideration for higher levels.
 - Timeline on Ron's contract.
- i. Read over motions and actions
- j. Trustee Self-Evaluation
- k. *Non-Public Session-RSA 91-A:3, II (a) Discussion of Library Director's Review*
 - Motion to enter non-public session made by Paul Eldridge, seconded by Lisa Garcia. Poll of the trustees. All ayes. Enter non-public at 7:22 PM.

- Exited non-public session at 7:49 PM.

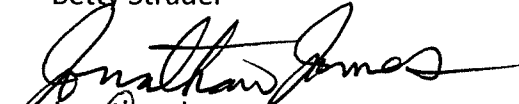
I. **Motion to seal non-public minutes for twenty-five years made by Paul Eldridge, seconded by Sarah Johnson. Motion carries.**

m. Adjournment--Next meeting: Thursday, May 23rd at 6:00PM

- Meeting adjourned at 7:51 PM.


Sarah Johnson

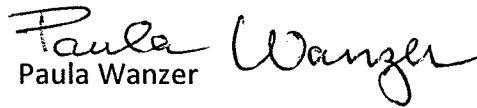

Betty Strader


Jonathan James


Lisa Garcia


Ann Butler


Paul Eldridge


Paula Wanzer

