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By-Laws in Back of this Book on Page 150.

RECORDS OF MEREDITH PUBLIC LIBRARY.

February 8, 1939.

The Trustees met at the library on the afternoon of the above date.

Mr. C. C. Smith was present and was welcomed by the other trustees.

Report of the Treasurer was heard.

The matter of a new furnace was discussed, as well as other affairs of interest.

The librarian gave a brief report of the previous years work.

Every member present except Mrs. Ward, who was absent on account of illness in her family.

Lillian Wadleigh
Sec. pro tem.

May 16, 1939.

The Annual meeting of the Trustees of the Meredith Public Library was held at the library on the above mentioned date. Mr. Mansfield presided.

Secretary's report was read and approved.

Mrs. Wadleigh moved that the same board of trustees be re-elected, Mr. Smith seconded the motion. For Chairman Mr. Mansfield, Treasurer Mr. Ropes, Secretary Mrs. Ward. The motion was carried and those nominated declared elected.

Heating plant was discussed. Mr. Ropes moved that the matter be left in the hands of Mr. Smith, he to be given authority to contract for a new heater. Motion was carried.

Mr. Smith offered to have chairs reseatd.

Meeting was adjourned

M. A. Ward
Secretary

September 21, 1939.

An informal meeting was held at the library with Mrs. Wadleigh, Mrs. Blake, Mr. Ropes and Mr. Smith present.

The purchase of magazines was the subject under discussion.

There were no minutes taken.

Mary Annette Ward
Secretary.

June 6, 1940.

The Trustees met at the Public Library in the afternoon.

Every member present except Mrs. Ward.

Officers for the year were chosen as follows – C. C. Smith President, Ripley Ropes Treasurer, M. A. Ward Secretary.

Report of the librarian was read and accepted.

Some discussion of the Library needs and current books took place. Mr. Smith was appointed to see about the floor and book case and get prices on same.

On motion of Mr. Ropes it was voted to increase the librarian's salary ten dollars a month beginning [sic] was January 1940.

Adjourned.

Lillian Wadleigh
Sec pro tem.

Meredith Public Library.

May 26, 1941.

A meeting of the Trustees called for 4:30 pm was held in the library and several matters were discussed, including the coming June meeting of this district, general care of the library etc.

The same board of officers was re-elected, namely C. C. Smith President, Ripley Ropes Treasurer, M. A. Ward Secretary.

An ancient piano formerly owned by Miss Noyes, a trustee, had been donated by her nephew H. L. Noyes and installed in the [upper room?]. Suitable acknowledgement had been made by the librarian.

Notice was given of a legacy of \$200.00 from Miss Alice Leavitt. It was moved that the legacy be accepted and the secretary was instructed to write a note of appreciation and thanks.

Lillian Wadleigh
Sec. pro tem.

Meredith Public Library.

September 18, 1941.

The trustees met at the library on the above date.

Mrs. Wadleigh presented a list of desirable magazines which was discussed and matter left with the library to order those most useful.

A letter of appreciation and thanks for [courtesies?] of the library was sent by Mrs. Carpenter, a summer visitor. Miss Marion Leavitt's legacy was mentioned though not yet received.

A fine collection of books and manuscripts from library of Mr. Dudley Leavitt, maker of the Almanac and wonderful mathematician and schoolmaster, was presented by the present Mr.

Dudley Leavitt. Secretary instructed to send letter of thanks.

Cases for exhibiting this remarkable collection were discussed.

Adjournment.

Mary Annette Ward
Secretary.

February 12, 1942.

A meeting of the trustees was held at the library in the afternoon.

Mr. Smith reported that the electric wiring had been inspected and thoroughly renovated.

The necessity for economy was stressed, and it was decided not to buy the Compton encyclopedia which had been sent on approval.

The oldest member of the board of trustees, Mrs. Blake, had felt that she should retire but was

July 25th – 1944.

A meeting of the Trustees was held at 3:30 pm.

All members of the Board were present except Mr. Mansfield.

An election of officers resulted as follows -

Clyde C. Smith – Chairman

Ripley Ropes – Treasurer

Winnifred Thurber – Secretary

It was voted to ask the Librarian to check over the list of periodicals, and drop any she believes unnecessary or unpopular.

The matter of loaning books to the Youth Hostel was discussed at some length. Last season they borrowed and didn't return six and it was voted not to loan more until payment had been made for these.

The chairman asked Mrs. Wadleigh and the secretary to look into the matter of a suitable plate for marking the case containing the Dudley Leavitt collection of old books.

The meeting adjourned at 4 o'clock.

Winnifred R. Thurber – Sec.

April 24 – 1945.

A meeting of the Trustees was held at the Library at 4:30 pm.

All members of the Board were present including Mrs. Plancon who attended for the first time since her election at Town Meeting in March to fill the place held by Mrs. Blake for so many years.

An election of officers returned the same slate as of last year.

After some discussion it was voted to hold regular quarterly meetings on the fourth Tuesdays of January, April, July and October.

Mrs. Wadleigh reported a book circulation of 12,197 volumes in 1944.

Adjourned at 5:20 pm.

Winnifred R. Thurber – Sec.

July 24th 1945.

The Quarterly meeting of the Trustees was held in the library at 3:30 pm.

All present except Mr. Ropes -

Mrs. Wadleigh presented the question of the purchase of a new Encyclopedia Britannica as an agent had called upon her & left his prospectus.

After a short discussion, it was decided to look into the matter and take it up again at the Oct. meeting.

It was also decided to appeal to our summer people for books for the library and Mr. Smith said he would get out a circular letter to be sent to as full a list as could be made out.

Adjourned at 4:25 o'clock.

Winnifred R. Thurber – Secretary.

Members present – Mrs. Wadleigh

“ Thurber

Mr. Mansfield

“ Mr. Smith (Chairman)

Mrs. Plancon

Absent -

Mr. Ropes

October 23rd – 1945.

The Quarterly Meeting of the Trustees was held in the library at 3:30 pm.

All members were present.

The matter of purchasing the Encyclopedia Britannica was brought up and all agreed with the Chairman who had been looking into it with the publishers, that quality of materials and subject matter was likely to improve and that it would be better to wait another year before buying it.

Mrs. Wadleigh reported that forty (40) books were received from summer people.

Mr. Ropes suggested that more books be bought as funds were now available, probably four hundred dollars could be used between this date and March 1st.

He also suggested that the chairman appoint a committee to make lists of books to be turned in to Mrs. Wadleigh to help her in making up her monthly list.

Adjourned at 4:25 o’c.

Winnifred R. Thurber – Sec.

January 22 – 1946.

The first quarterly meeting of this year was held at the library at 3:30 pm all members being present.

The minutes of the last meeting were read & approved.

The treasurer’s report was read & accepted.

The matter of having a book committee to select new books in collaboration with the librarian was again brot [sic] up and three were appointed by the Chairman, namely Mrs. Plancon - Mrs. Thurber and Mr. Ralph Flather. It was decided that this committee should meet once a month on the first Wednesday at the Library at 1:30 o’c.

The Librarian’s report stated that last year had added 95 new borrowers – 19 under 10 yrs. of age. Circulation 12,675. 250 books have been added by gift –

Adjourned at 4:30 pm.

Winnifred R. Thurber – Sec.

Members <u>present</u> - Mrs. Wadleigh	-	Mr. Mansfield
“ Thurber	-	“ Ropes
“ Plancon	-	“ Smith (Chairman)

February 12th 1946

A special meeting of the Board was called to order at 3:30 pm.

The resignation of Mrs. Wadleigh as Librarian under date of Friday, Feb. 8th was read and accepted, followed by words of appreciation of her services by Mr. Ropes and Mr. Smith.

Suitable resolutions were read by the Secretary and adopted.

The nomination of Mrs. Howard F. Weeks as Mrs. Wadleigh’s successor was offered by the Secretary and seconded by Mr. Ropes.

After a discussion, she was chosen by a unanimous vote and notified of this action by letter by the Secretary.

The librarian’s salary shall be \$60.00 per month.

All members were present –

Mr. Smith	Mrs. Wadleigh
Mr. Ropes	Mrs. Thurber
Mr. Mansfield	Mrs. Plancon

The meeting adjourned at 4:40pm.

(Resolutions follow)

Resolutions on the
Resignation of Mrs. Wadleigh

Whereas Mrs. Wadleigh, after almost forty years of service as Librarian of the Meredith Public Library, has felt it necessary to submit her resignation, and
Whereas she has been untiring and unselfish in her devotion to all that made for the upbuilding and improvement of the Library, establishing a record probably unparalleled in our state,
Be it resolved that we, the Trustees of the Library, not only on our own behalf, but on behalf of all the Trustees who have preceded us, with whom Mrs. Wadleigh has so efficiently and happily served, and on behalf of the people of the town who have seen our library grow under her administration from its early humble status to its present high standing, do hereby express to her our sincere thanks and hearty appreciation for her labor and devotion to the Town's welfare -
And be it further resolved that from this day, Mrs. Wadleigh be considered by us, our "Librarian Emerita" and although retired from service, still available to us and to her successor for inspiration and the wise counsel her long experience has prepared her to give.
Be it further resolved that a copy of these resolutions be added to the report of this meeting in the Record Book and that copies be sent for publication to the Meredith News and the Bulletin of the New Hampshire Public Libraries to which she has been an honored contributor.

For the Board of Trustees

Winnifred Russell Thurber
Secretary.

February 12th 1946

April 16th 1946

The first quarterly meeting of the Board of Trustees was held in the Library at 2:00 pm, Mr. Clyde C. Smith presiding.

New members to the board, Mr. Ralph Flather and Mrs. Henry Stark, were welcomed. Minutes of the previous meeting were read and approved.

Election of officers followed with Mr. Carl Mansfield being chosen President, Mrs. Stark Secretary and Mr. Smith Treasurer.

A request for erecting a bandstand on the library lawn was discussed but it was felt that inasmuch as an Honor Roll of World War II Veterans is to be placed there, a bandstand would make the place too crowded and unsightly. The Honor Roll will be placed with site approved by the Board of Trustees.

A letter from Mr. Leland Powers was read, in which he offered 300 odd volumes (listed) to the library. It was voted to accept this offer and the Secretary was instructed to write Mr. Powers. Miss Pratt, assistant State Librarian, has offered to come here sometime in May, to help the librarian sort the books, recommend discards, and make other suggestions of benefit to the library. It was agreed to accept her offer.

It was suggested that a monthly column of library notes could be published in the Meredith News, carrying lists of new books received and other pertinent items.

A notice is to be inserted in the paper at once, announcing that book fines will be forgiven until May 15, 1946. It is hoped this may bring the return of many long over-due books.

It was suggested that the date stamp on the books loaned should be changed to indicate the date they are due. A trial of this method was approved.

The Book Committee is functioning well, holding monthly meetings.

Mr. Smith is to investigate the cost and availability of brass plates for the pictures hung in the

library, with the idea of marking them so everyone may know who the portraits are. It was voted to accept a picture which Mrs. F. L. Hawkins wishes to donate. The board walk is to be removed and the lumber given as payment for removing it. A railing of some sort is thought to be a better aid. The meeting adjourned at 3:20 pm. All of the board members were present.

Respectfully submitted,
Herberta L. Stark, Sec.

July 16, 1946.

The second quarterly meeting of the Trustees was held in the library at 2:00 pm. All members except Mrs Lillian Wadleigh were present.

Mr. Smith reported that he had obtained the books from Mr. Leland Powers and that they are in the basement awaiting cataloging.

Mrs. Fred Whitcomb has offered several Accounting books belonging to her late husband. It was thought the books would be of more value to the school library and the secretary was instructed to contact them in this matter.

Mrs. James Maguire, who offered to give the library a gift subscription to a Catholic magazine, is to be notified of the acceptance of her kind offer.

The sum of \$790.40 remains as a balance in the treasury after payment of bills to date. Since this includes funds marked for special use, the total working capital is small. The Book Committee has been instructed to keep the monthly order of books within a \$30 limit at present. The Librarian's request for an assistant to help her during the summer was denied as funds are not sufficient to pay for an assistant. It was thought the Librarian might hire someone from her own salary, since it is higher than usual for inexperienced personnel.

The new method of dating books with the due date seems to be working well, although the addition of a separate slip for this purpose is indicated, to eliminate stamping card pockets. Post meeting discussion was held regarding the outside door of the Library, which needs painting and relocation of the knob.

The meeting adjourned until the fourth Tuesday in October.

Respectfully submitted,
Herberta L. Stark, Sec.

Members Present.

Carl Mansfield
Mary Plancon
Clyde Smith
Ralph Flather
Herberta Stark

October 14, 1946.

Letter of thanks sent to Mr. [Olin?] L. Philbrook.

October 22, 1946.

Four members of the Board of Trustees met at the library, with Mr. Clyde C. Smith presiding in the absence of Mr. Mansfield.

The secretary's report was read and accepted.

It was voted to pay \$5.00 for an institutional membership in the State Library Asso., which automatically includes membership for each Trustee as well as the library itself.

A number of paper-covered N.H. Superior Court records will be given to the State Library which has a definite use for them, by vote of the Board.

The question of changing the knob on the outside door was again brought up, and Mr. Smith agreed to have it done.

Some discussion was held relative to the possibility of lighting the skylight in the lobby.

The Librarian is to hire a boy to arrange and shelve the books presented by Mr. Powers as they are damp and need drying.

Slips for "Date Due" to be used in the books were ordered.

Mrs. Plancon suggested that townspeople be urged to present Memorial books to the library.

The meeting adjourned at 3.00 pm.

Members present: Mr. Flather, Mrs. Plancon, Mr. Smith, Mrs. Stark.

Respectfully submitted,
Herberta L. Stark, Sec.

January 28, 1947.

The Trustees of the library met to discuss items concerning the budget to be presented at Town Meeting. It is obvious more money will be required to carry on the library at its present standard as the Librarian's pay is to be raised to .75c per hour, conforming to the State Librarian's recommendations, and janitor costs will have to be increased. Other items being higher, Mr. Smith is to present a proper estimate to the Budget Committee.

A gift of books as a Memorial to war dead was offered by the American Legion Auxiliary and accepted. The Book Committee will aid in selecting the books.

Discussion of other matters resulted in no action.

Respectfully submitted,
Herberta L. Stark, Sec.

April 14, 1947.

The first quarterly meeting of the Board of Trustees was held in the Library at 2:00 pm., Mr. C.C. Smith presiding.

New members of the Board, Mr. Harold Greatorex and Mrs. John H. Ramsey were welcomed.

Minutes of the last meeting were read and approved.

The following officers were elected:

Ralph F. Flather Chairman

Clyde C. Smith Treasurer

Constance S. Ramsey Secretary

The Treasurer's report was read and approved.

It was voted that the Librarian's salary be \$65 per month retro active [sic] to February 15th.

The Librarian was authorized to spend not more than \$35 for a three-shelf book truck.

The Librarian reported concerning the circulation of books and upon Miss Pratt's work.

The matter of improved lighting was discussed and Mr. Clyde C. Smith was authorized to secure figures and present them at the next meeting.

It was agreed to accept gifts of current books, and use duplicates as replacements or donate them to Meredith Center.

The matter of painting the outside door was brought up. However, the lock requires further repairs before this can be done.

There was some discussion relative to repainting the interior of the Library.
The meeting was adjourned at 3:15 pm.

Respectfully submitted,
Constance S. Ramsey, Sec.

Members present.

July 22, 1947.

The 2nd quarterly meeting of the Board of Trustees was held at the Library at 2:00 pm, Mr. Ralph Francis Flather presiding.

Minutes of the last meeting were read and approved.

The Treasurer's report was read and approved.

Mr. Smith reported concerning his inquiries into improving the lighting.

It was proposed that the pictures of those who had so much to do with the establishment of the Library should be properly identified. Mrs. Plancon agreed to obtain the data from Mr. Mansfield.

The librarian referred to the Trustees the matter of the need for adequate janitor service.

The meeting adjourned at 3:15 pm.

Respectfully submitted,
Constance S. Ramsey, Sec.

Members present:

Mr. R. F. Flather

Mr. C. C. Smith

Mrs. C. K. Plancon

Mrs. J. H. Ramsey

Absent:

Mr. Harold Greatorex

Mrs. Henry Stark

October 28, 1947.

The 3rd quarterly meeting of the Board of Trustees was held at the Library at 2:00 pm., Mr. Ralph Francis Flather presiding.

Minutes of the last meeting were read and approved.

Letter of thanks from the Librarian to the Trustees for flowers sent while in hospital was read.

The Librarian reported gifts of books to the library from Mrs. Florence Storer, Dr Chalmers, Dr Briggs, Florence Harvey, Mr Clyde Smith, Mrs [Emma?] Bickford, Mrs Howard Woodman, Mr L.G. Pynn and Mr Joseph Clark. The Secretary was instructed to write letters of thanks to Mr Pynn and Mr Clark.

The Librarian was authorized to employ a cleaning woman for four hours each week at 75 cents per hour, and to expend up to \$10 for cleaning equipment.

The matter of lighting was discussed and Mr Flather will endeavor to secure figures before the next meeting.

The duties of the janitor were discussed but no decision was reached as to whether to continue with the same salary.

Mr Flather reported that Mrs Frederic Talbot is now serving as a non-trustee member of the Book Committee. He suggested that at the annual meeting one of the first duties of the Chairman will be to select a Book Committee for the following year, the book committee to consist of at least one member of the Board of Trustees and two others, not necessarily trustees, making three on the committee with the Librarian, meeting the first Wednesday of each month to select the books.

The proposed identification of pictures was discussed and with data furnished by Mrs Plancon,

keep and running expenses in comparison to the Laconia Public Library.

The Librarian gave a report of the years [sic] circulation for 1947 – 10,988 - and the first three months of this year compared to the first three months of last year is some 576 books better. We have added 358 new books. 65 of these were given as gifts. 12 have been given as memorials.

There are about 250 active borrowers.

Fict. – 4688

Non. Fict – 3803

Juvenile – 1052

Inventory this year shows we have 9543 volumes.

Mr Smith was requested to look into the matter of new lighting for the stacks. This is a project long discussed and we hope to have completed before summer.

The subject of the Library Convention to be held May 7th at Concord was brought up. Mr Smith announced he might attend the meeting for Trustees.

The Board voted to pay the Librarians' [sic] expenses to attend the Convention.

The Chairman announced he would appoint the Book Committee at a later date.

Meeting adjourned at 3 pm.

All members present:

Mrs Ramsey

Mrs Stark

Mr Flather

Mr Smith

Mr Greatorex

Mrs Plancon

Respectfully submitter

Mary Plancon, Sec

May 3, 1948 – Present Book Committee to serve again this year.

Ralph Flather

Dorothy Talbot

Mary Plancon

May 17th 1948.

Note of thanks to Mrs Herbert Dumaresque, 88 Beacon St., Boston, Mass. for booklet on the Demaresque Fountain at Ctr. Harbor.

June 8th 1948.

Note of thanks to the Womans' Club for flower arrangements contributed by the members.

July 9th, 1948.

Note of thanks for books - sent to:

Mrs Ripley Roper, Mrs Norman Davi[s?], L.G. Pynn.

August 3rd, 1948.

The 2nd quarterly meeting of the Board of Library Trustees was held on August 3rd at 2 pm. Chairman Harold Greatorex presiding. Minutes of the last meeting were read and approved.

her for her services.

The Secretary was instructed to send a note to the Woman's Progress Club to inform them that they have permission to use the Library for 2 winter meetings.

Meeting adjourned at 3:15 pm.

Four members present –

Clyde C. Smith

Harold Greatorex

Ralph Flather

Mary M. Plancon

Respectfully

submitted,

Mary M. Plancon, Secy.

October 27th, 1948.

Note of thanks sent to Miss Bertha Vittum for gift of children's Books.

Note also sent to Mrs. Margery Russell, Secretary of the Woman's Progress Club – informing them that they have permission to use the Library for 2 winter meetings.

December 1, 1948.

Note of thanks to Dr. Thomas H. Briggs for gift of books.

January 27, 1949.

The 4th Quarterly Meeting of the Board of Library Trustees was held January 27th 1949 at 2 pm - Chairman - Harold Greatorex presiding.

The minutes of the last meeting were read and approved.

The Treasurer showed and discussed the proposed Budget for 1949. We hope to have an increase of \$200 in our Town Appropriation, making our total \$2000.

It was voted that the Secretary send a note of appreciation to Richard Plaisted for his fine work and consideration.

The new stationary arrived and was displayed.

Mr. Smith was asked to take care of the matter of placing a railing down the middle of the walk to assist patrons in both good and bad weather.

The Librarian reported that only 13 books were lost in some [?] over a year. Only 2 were children's books and all lost by local borrowers.

Meeting adjourned at 3 pm.

All members present:

Constance S Ramsey

Harold Greatorex

Ralph F. Flather

Clyde C. Smith

Mary M. Plancon

Respectfully submitted,

Mary M. Plancon Sec'y

January 28th, 1949.

Note of appreciation sent Richard Plaisted.

August 18th, 1949

Notes of thanks for gifts of books sent to Miss M. E. Cook and Misses Margaret Arnold and Marion Read.

Also letter written Woman's Progress Club giving them permission to hold their Nov 15th, Feb 21st and Mar. 7th meetings at the Library

Sept.8, 1949

Notes of thanks for gift books sent the following: Mrs Mattie Cram, Mrs Charlotte Boldi, Mrs Mary Blaisdell & Winnipisaukee Grange.

October 20th, 1949

A District Meeting of Librarians was held at the Library with Miss Pratt presiding. About 20 were present and it was an all day meeting. At 4 o'clock tea was served by the Librarian and the Ladies of the Board of Trustees.

October 25th 1949

The 3rd quarterly meeting of the Board of Library Trustees was held October 25th 1949, at 2pm with Clyde C. Smith presiding in the absence of Chairman Harold Greatorex.

Secretary's report read and approved.

The problem of redecorating the reading rooms was again discussed and it was decided to get estimates on same and present them at the Board's January meeting. Mr. Smith to secure these.

It was voted to buy the Librarian a new swivel desk chair. Also the Book Committee is to present a selection of Classics needed by the Library for approval by the Board at the next meeting.

Meeting adjourned at 3:15 pm.

Present:

Constance Ramsey

Mary Robertson

Clyde Smith

Ralph Flather

Mary Plancon

Respectfully submitted

Mary M. Plancon

Sec'y

Nov. 1st. Thank you notes sent – Mrs. E. Bosson Sawyer and Mr Roy Jennings for gift of books.

January 31st, 1950.

The 4th Quarterly meeting of the Board of Library Trustees was held Jan. 31st 1950 at 2pm., with chairman Harold Greatorex presiding. The Secretary's report was read and approved. The Treasurer gave a financial report and read and discussed our proposed budget for the coming year. It was voted to ask for an increased Town appropriation in the amount of \$200. This is especially needed due to the increased price of all books.

A motion was made and seconded to put an article in the Town Warrant to give the Trustees authority to sell a small piece of land in the rear of the Library to the Baptist church, if the Trustees should deem this sale advisable.

The Librarians desk chair has been ordered and we hope for an immediate delivery.

Meeting adjourned at 3:15 pm.

Present – Constance Ramsey, Clyde C. Smith, Harold Greatorex and Mary Plancon.

Respectfully submitted,
Mary Plancon, Sec’y

Feb 1st

Thank-you note sent Dr. Briggs.

XX
Scan Exhibit J Town of Meredith.

April 24th, 1950.

The first Quarterly meeting of the Board of Library Trustees was held April 24, 1950 at 2pm with Clyde C. Smith presiding. Officers for 1950 were elected:

John Beede – Chairman

Clyde Smith – Treasurer

Mary Robertson – Secretary

The Secretary’s report was read and approved.

It was voted that the library pay the expenses of the librarian to attend the Library Institute at New London, May 15-19.

Ralph Flather and Mary Plancon tendered their resignations from the Book Committee;

Constance Ramsey was elected as a member of the Book Committee.

The Librarian reported a total of 300 new books added in 1949, including 73 gifts, distributed as follows:

82 Fiction

38 Non-fiction

47 Children’s

2 Reference

18 Mystery

19 Western

Book donors include C.C. Smith, Milton Wend, Carleton Plancon, Mary Plancon, Marion Ropes, A. K. Chalmers, Rita Turley, Marguerite Arnold, Miss Reid, Leighton Atterbury, Frances Newton, M. E. Cook, Charlotte Baldi, May Blaisdell, Mrs E. B. Sawyer, T. C. Briggs, Rita Plummer, Winnepesaukee Grange and Mrs. Ray Jennings.

The Librarian reported a total circulation for 1949 of 13,043 books. She pointed out that the circulation for March, 1949, 1033 books, was the largest since the Library was opened.

Mr. Smith offered to secure a carpenter to make the necessary repairs to the Library building and to install the railing. Repairs to the clock will also be made this summer, to be paid for from the clock fund. It was voted to have the monument cleaned. It was suggested that the Book Committee bring to the next meeting a list of classics and reference books to be purchased from the Blake fund.

Meeting adjourned at 3pm. Members present: Clyde Smith, Ralph Flather, Constance Ramsey,

Mary Plancon, John Beede, Mary Robertson.

Respectfully submitted,
Mary Robertson, Sec.

July 25th, 1950.

The second quarterly meeting of the Library Trustees was held July 25, 1950 at 2pm with Chairman John Beede presiding. The Secretary's report was read and approved. Mr. Beede reported that Horace Ronson (?) has been appointed to the Book Committee.

A bill for cleaning the clock, in the amount of \$25.00, was presented, and it was decided that Mr. Beede check with Mr. Sprague to find out when and how long the repairman was here. The question was raised as to whether the cost of cleaning the monument should come solely from library funds. It was suggested that Mr. Eaton be consulted as to the terms of Major Beede's bequests.

It was voted that Mr. Plancon be employed to examine and repair the roof and gutters if within his power and, if necessary, to consult with the Trustees regarding the employment of a slater. Mrs. Ramsey was appointed a committee of one to effect the installation of the railing and the repair of the walk.

The question of extending the library hours was brought up and discussed with the Librarian. It was decided to make no changes in the hours.

Meeting adjourned at 3pm. Members present: John Beede, Ralph Flather, Mary Plancon, Constance Ramsey, Mary Robertson.

Respectfully submitted,
Mary Robertson, Sec.

October 24, 1950.

The third quarterly meeting of the Library Trustees was held October 24, 1950, with Chairman John Beede presiding. No business was transacted.

Members present were John Beede, C. C. Smith, Mary Plancon and Constance Ramsey.

Respectfully submitted,
Mary Robertson, Sec.

January 30, 1951.

The fourth quarterly meeting of the Board of Library Trustees was held January 30, 1951, at 2:00 pm, Chairman John Beede presiding.

With reference to cleaning the monument on the library lawn, Mr. Beede reported that no funds had been provided by Major Beede's will for the care of the monument. As the monument was a bequest to the town, it was suggested that the Town Manager be requested to take care of the cleaning.

The Treasurer reported a balance for 1950 of about \$250.00 in the general fund, \$210.00 in the maintenance and repair fund, and \$70.00 in the Beede fund. It was recommended that we ask for an appropriation of \$1900.00 for 1951. The purchase of a new stepladder was authorized, and it was voted to purchase a new bookcase for the reading room.

It was announced that Horace Ronson (?) has resigned from the Book Committee. No one has been appointed to the vacancy.

Meeting adjourned at 3:15pm. Members present: John Beede, Ralph Flather, Clyde Smith, Mary Plancon, Constance Ramsey and Mary Robertson.

Respectfully submitted,
Mary Robertson, Sec.

XX

Scan Meredith Public Library – Treasurer’s Report.

April 24, 1951.

The first quarterly meeting of the Library Trustees was held April 24, 1951 at 2.00pm with Chairman John Beede presiding.

The Librarian reported a total of 310 (?) new books added in 1950, including 28 gifts.

Circulation for 1950 was 13,916, distributed as follows:

Junior	2236
General	1915
Fiction	9766

The Librarian was authorized to attend the Librarian’s School at Hancock, NH, and a sum not to exceed \$50.00 was voted to cover her expenses.

An estimate of \$270.00 for painting ceilings and walls in the librarian’s office and the stacks was submitted by Mr. C. K. Plancon.

It was voted that the perforations in the gutters be sealed, at a cost not to exceed \$50.00. The cleaning of the gutters disclosed that this was advisable.

The following officers were elected:

- Chairman - Linden Grad
- Treasurer - John Beede
- Secretary - Mary Robertson

The meeting adjourned at 3:30pm.

Members present: John Beede, Ralph Flather, Isabelle Russell, Linden Grad, Mary Robertson.

Respectfully submitted,
Mary Robertson, Sec.

July 24, 1951.

The second quarterly meeting of the Library Trustees was held July 24, 1951 at 2.00pm with Chairman Linden Grad presiding.

The new members of the Book Committee are:

- Chairman Isabelle Russell
- Carl Cally (?)
- Rev. Francis Cooper

It was reported that the gutters have been repaired, at a cost of \$38.00.

The question of repairing the chimneys was discussed and an estimate from Harold Fogg of \$350 was presented. It was suggested that Mr. Titus (?) be asked to give an estimate on the job.

It was voted that a sum not to exceed \$350 be authorized for this work.

Mr. Grad reported that flowers had been placed on the grave of Major Beede. Reimbursement in the amount of \$3.00 was voted.

The meeting adjourned at 3:30pm.

Members present: John Beede, Ralph Flather, Constance Ramsey, Isabelle Russell, Linden Grad, Mary Robertson.

Respectfully submitted,

Mary Robertson, Sec.

October 23, 1951.

The third quarterly meeting of the Library Trustees was held October 23 1951 at 2.00pm. It was reported that the chimneys and the corner of the library building have been repaired by Mr. Titus at a cost of \$150.00.

Mrs. Ramsey reported that the bookcases have been ordered and delivery is expected in six to eight weeks.

The subject of painting the Librarian's office and the stacks was reviewed and a notice was placed in the Meredith News requesting that interested painters submit their bids on or before November 10, 1951. The job requires two coats of flat paint on walls and ceilings; sash, window sills and frames to be done, and the temporary ceiling over the Librarian's desk painted. The Trustees will meet on November 14, 1951 to consider the bids.

Mrs. Weeks was authorized to employ a window washer.

It was voted that Pietro (?) Moscardini be employed to fix the lower part of the Library walk. The meeting adjourned at 3:22pm.

Members present: Ralph Flather, Linden Grad, John Beede, Constance Ramsey, Mary Robertson.

Respectfully submitted,
Mary Robertson, Sec.

Nov. 10, 1951 – Letter to Mr. George Rogers, Meredith High School, reporting damage to Library property done by students, and requesting they be instructed not to trespass thereon.

January 22, 1952.

The fourth quarterly meeting of the Library Trustees was held January 22, 1952. It was reported that on November 14, 1951, the painting job authorized at the October meeting was awarded to C. K. Plancon, and the work has been satisfactorily completed.

The budget for the ensuing year was discussed and it was agreed that we request an appropriation of \$2500.00, the increase to cover salary raises and the establishment of a maintenance fund.

The purchase of a children's encyclopedia was considered but action was deferred until a later meeting.

The meeting adjourned at 3:30pm.

Members present: Ralph Flather, Linden Grad, John Beede, Constance Ramsey, Mary Robertson, Isabelle Russell.

Respectfully submitted,
Mary Robertson, Sec.

April 22, 1952.

The First Quarterly meeting of the Library Trustees was held April 22, 1952. The following officers were re-elected:

Chairman - Linden Grad

Secretary - Mary Robertson

Treasurer – John Beede

It was voted to increase the Librarian's annual salary from \$720 (\$780?) to \$880, and to pay the assistant 60c per hour, total salary not to exceed \$6.00 per week. These rates are to be effective as of April 15, 1952.

Mr. Beede was asked to look into the questions of Social Security deductions on the librarians' salaries.

It was voted to set aside \$200.00 as a maintenance and emergency repair fund.

The Librarian's report, herewith attached, was heard and discussed.

The meeting adjourned at 3:40pm.

Members present: Linden Grad, Constance Ramsey, John Beede, Ralph Flather, Mary Robertson.

Respectfully submitted,
Mary Robertson, Sec.

July 23, 1952.

The second quarterly meeting of the Library Trustees was held July 23, 1952.

Mr. Beede reported that it was not necessary to make deductions for Social Security from the salaries of the librarians.

Repairs to the bulkhead and sash and trim painting were discussed. Mr. Flather was authorized to secure an estimate from Carl Wallace, and to see that the work was done this September.

Meeting adjourned at 3:00pm.

Members present: Linden Grad, Constance Ramsey, John Beede, Ralph Flather, Isabelle Russell, Mary Robertson.

Respectfully submitted,
Mary Robertson, Sec.

October 28, 1952.

The third quarterly meeting of the Library Trustees was held October 28, 1952.

The recommendations of the fire inspector were read and discussed and an inspection of the premises was made by the trustees. Mr. Grad was authorized to ask Mr. Sprague, as janitor, to clean out the base of the chimney, remove unused stovepipe from chimney, and to label the fire extinguisher with the date of its last charge, in compliance with the request of Mr. Sprague, Chief of the Fire Dept.

The duties of the janitor were discussed and it was the opinion of the members present that they might properly include interior sweeping and cleaning. Mr. Grad will discuss this also with Mr. Sprague.

The request of the Girl Scouts to use the basement as a meeting place was brought up by Mr. Beede. This was regarded with disfavor by the members present because of heating and safety factors.

Meeting adjourned at 4:00pm.

Members present: John Beede, Ralph Flather, Linden Grad, Mary Robertson.

Respectfully submitted,
Mary Robertson, Sec.

January 27, 1953.

The fourth quarterly meeting of the Library Trustees was held January 27, 1953.

Mr. Grad reported that he had interviewed Mr. Sprague regarding the recommendations of the Fire inspectors.

The duties of the janitor were discussed and it was agreed these should properly include the following:

Outside: shovel walks

Cut & trim grass and take proper care of grounds.

Interior. Dust (except books) weekly

Sweep weekly

Install and remove screen doors

Wind clocks weekly

Install and remove temporary ceiling

The salary of the janitor was voted to be \$20.00 per month.

It was voted that Mr. Niles be asked to take over the position of janitor. The Chairman appointed a committee of three, Mr. Grad, Mr. Flather and Mr. Beede, to secure someone else in the event Mr. Niles did not accept the position. The secretary was instructed to write to Mr. Sprague when his successor was appointed.

It was voted to request an appropriation of \$2500 for 1953.

Mr. Grad reported that Mr. McHugh had installed a safety switch in the stairwell for the oil burner, and that he further recommended the installation of a thermal switch and rewiring of the blower fan. It was voted that this work be done.

Meeting adjourned at 4:30pm.

All members present.

Respectfully submitted,
Mary Robertson, Sec.

April 27, 1953.

The first quarterly meeting of the Library Trustees was held April 27, 1953.

The following officers were elected:

Chairman – Constance Ramsey

Treasurer – John Beede

Secretary – Mary Robertson

It was reported that Mr. Niles had accepted the position of janitor. Mr. McHugh's bill for work authorized at the last meeting was presented and approved for payment.

It was decided to request by public notice bids on the following work to be done at the library:

1. Wash walls and ceilings in three front rooms and vestibule and paint same with two coats best flat wall paint in selected colors; all plaster to be repaired and cracks filled.
2. Clean and wax present woodwork.
3. Refinish sills, sash and outside vestibule doors.

The trustees will meet May 8 to consider bids on the above work.

The sanding and refinishing of the floors in the three main rooms, including the delivery desk area, was considered and the Secretary was instructed to request a bid on this work from Richard Dulac (?) of Laconia.

The Librarian's report was read and discussed.

The sum of \$25 was voted to cover the expenses of the Librarian while attending the Librarians' Institute at Laconia. A further sum of \$25 was voted for the expenses of the Librarian and her

assistant at the Conway meeting.

It was voted to loan the portrait of Elder Stanley Erskine and Master Dudley Leavitt to the Historical Society. Permission was also granted the Society to borrow the photograph of Meredith Bay.

Meeting adjourned at 3:45pm.

All members present.

Respectfully submitted,

Mary Robertson, Sec.

July 28, 1953.

The second quarterly meeting of the Library Trustees was held July 28, 1953.

It was voted that Ken Taylor be contacted to take care of small repair work in the library, such as loose slate, repairing brick work, etc., no expenditure to exceed \$50 unless specially authorized by the trustees.

An estimate of \$61.15 was presented by the Meredith Furniture Company for window shades in the reading rooms and vestibules. (Shade selected was Bondex No. 278). It was voted that this bid be accepted and that the Meredith Furniture Company be instructed to provide the same shades for the stock (?) room and the Librarian's office. The price quoted includes fixtures and installation.

At this point refreshments were served by the librarian and gratefully consumed by the Trustees. Mrs. Weeks gave a report on her trip to the Librarians' Institute in Laconia and showed the methods of book repairing taught there.

The librarian was authorized to purchase a bulletin board out of the fine money. She was also authorized to purchase 100 book covers.

It was decided to secure samples and prices on a tile floor for the reading rooms & vestibule.

Mr. Beede was authorized to have Mr. McHugh clean the furnace.

The use of the library for meetings of town organizations was discussed and it was decided that any organization might meet there with the approval of the Trustees. No cooking is permitted, and a contribution of \$5.00 is requested to cover services.

Meeting adjourned at 4:35pm.

Members present: Constance Ramsey, John Beede, , Linden Grad, Ralph Flather, Mary Robertson.

Respectfully submitted,

Mary Robertson, Sec.

October 27, 1953.

The third quarterly meeting of the Library Trustees was held October 27, 1953.

It was voted that Mr. Watson be granted permission to run his sewer line across the Library property, in view of the inaccessibility of his home. This will be covered by a deeded right of way.

Mrs. Ramsey reported on the meeting of New Hampshire Library Trustees which she recently attended. The comparative circulation of the Meredith Library was discussed, as well as the distribution of book funds between books of current value and those going into a permanent collection. It was recommended that Pocket Books be purchased to meet the demands ~~for~~ of detective and western story readers.

Mrs. William Sheridan was recommended as a member of the Book Committee.

Means of stimulating interest in and support of the Library were discussed and it was decided to

experiment with a reading period for first and second - graders. It was also agreed that an evening of book reviews and discussion might be of interest and value to adults.

It was voted that Mrs. (?) Godfrey's donation of books be accepted.

It was voted that a 7 - day limit be placed on withdrawals of new books.

Meeting adjourned at 4:30pm.

Members present: Constance Ramsey, Ralph Flather, Linden Grad, Mary Robertson.

Respectfully submitted,

Mary Robertson, Sec.

February 9, 1954.

The fourth quarterly meeting of the Library Trustees was held on February 9, 1954.

It was voted to ask for an appropriation of \$2500 to cover library expenses, plus whatever funds might, in the opinion of the Town Manager, be necessary to make the sewer connection.

Mrs. Ramsey reported that she had attended the dedication of the memorial tree on the library lawn. A letter of thanks from the Griggs-Wyatt Post was read.

A letter from the Woman's Progress Club regarding rental of the Library was read, as well as the Chairman's reply thereto.

Members present: Constance Ramsey, Ralph Flather, John Beede, Linden Grad, Mary Robertson.

Respectfully submitted,

Mary Robertson

April 12, 1954.

The first quarterly meeting of the Library Trustees was held April 12, 1954. The following officers were elected:

Chairman	- Ralph Flather
Secretary	- Mary Robertson
Treasurer	- Constance Ramsey

Mr. Beede reported that the Town Manager advises the expense of connecting the sewer be carried as an overdraft and an appropriation be made next (this) year.

Mr. Grad was appointed chairman of the Building & Grounds committee and was authorized to spend up to \$135 for a power lawnmower. He was requested to get a figure on the cost of installing a railing on the steps and to report at the July meeting.

It was voted that the book allowance be raised to \$720 per year, (or \$60.00 per month)

All members were present.

Meeting adjourned at 5.00pm.

Respectfully submitted,

Mary Robertson, Sec.

July 27, 1954

The second quarterly meeting of the Library Trustees was held July 27, 1954.

The matter of the Chas E. Cumming's fund was brought up and it was decided to look into the origin and purpose of the bequest before transferring it to the general funds.

The question of ordering books for ~~the~~ individuals was discussed and it was decided to leave the matter in the hands of the librarian. It was agreed that money received and paid for this purpose be handled through a separate account, rather than be shown as part of library purchases.

Mr. Grad reported that a power lawnmower had been purchased from the Bucklin Tractor Co. for \$120.00. He also reported that he is still awaiting an estimate from Ken Taylor on the cost of installing a handrail on the front steps.

Isobelle Russell, Elizabeth Lincoln and Carl [Calley?] were appointed to the Book Committee. Meeting adjourned at 5:00pm.

Respectfully submitted,
Mary Robertson, Sec.

Members present: Ralph Flather, Constance Ramsey, Linden Grad, Mary Robertson.

October 26, 1954.

The third quarterly meeting of the Library Trustees was held October 26, 1954 at the Library. Mrs. Ramsey reported that the Cummings Fund, originally \$500.00, was given for the purchase of books. It was agreed that the balance of \$135.00 now remaining be used for the purchase of special books, as the occasion arises.

Mr. Grad reported that he had received from Mr. Taylor an estimate of \$83.20 for installing a (decorative) iron railing on the library steps. It was agreed that we do not have the work done. The resignation of the librarian Mrs. Myrna Weeks, was read and accepted with regret. It was decided to request interested persons to apply for the position in writing and a note to that effect is to be put in the Meredith News.

The hours and duties of the librarian were discussed, and it was decided to return to the original schedule, Monday, Wednesday, Friday and Saturday afternoons and evenings, 2 – 5:30 and 7 – 8:30 each library day. The librarian's salary was established at \$1,000.00 per annum, substitute work or assistance to be arranged for and paid for by the librarian from her salary.

A special meeting of the Trustees will be held Tuesday, November 30, 1954, at which time we hope to have Miss McKay of the State Library with us to review our library rules and policies and to help with our problems. At that time the applications for the position of Librarian will also be considered.

The meeting adjourned at 4:15pm.

Members present: Ralph Flather, Linden Grad, Constance Ramsey, Mary Robertson.

Respectfully submitted,
Mary Robertson, Sec.

10/27/54. Letter to Mrs. Weeks.

November 30, 1954.

A special meeting of the Library Trustees was held ~~December~~ November 30, 1954.

Miss Catherine Pratt of the State Library discussed with us the selection of a librarian, the revision of the by-laws, and other items of library management and regulation.

Members present: Ralph Flather, Constance Ramsey, Linden Grad, Mary Robertson.

December 7, 1954.

A special meeting of the Library Trustees was held December 7, 1954.

Applications for the position of Librarian were read and discussed. Those applying were, Almon Bushnell, Abbie Lance (?), Carl Colby, Mary Plancon, Laurie Dunleavy, Hope Lincoln. Applicants for Assistant Librarian included Mrs. Arthur Watson, Pauline Moulton and Pauline

Valliere.

It was decided to postpone the selection of an assistant until it became necessary.

Salary, hours and policies were discussed and a schedule was drawn up for the guidance of the Librarian. (See copy attached)

The matter of a drop box for returning books when the library is closed was turned over to the Building Committee, Mr. Grad. All members present.

December 9, 1954.

A special meeting of the Trustees was held December 9, 1954. Mrs. Mary Plancon was appointed Librarian, effective January 1, 1955. The Secretary was instructed to notify Mrs. Plancon and to invite her to meet with the Trustees on December 28, 1954 to review the schedule outlined at the December 7 meeting. Unsuccessful applicants are to be notified by letter. All members present.

December 28, 1954.

A special meeting of the trustees was held December 28 1954. The regulations were discussed, approved and presented to Mrs. Plancon. She was requested to initiate a reserve list for books in great demand, and to enforce the seven day limit on new books.

The matter of installing a telephone in the Library was discussed and will be considered further at the next regular meeting.

Arrangements were made for securing the keys to the Library from the ex. Librarian and her Assistant.

It was decided that Mrs. Plancon as librarian would assume chairmanship of the Book Committee and it was requested that the Committee meet at the Library hereafter, as has been the custom in the past. Mrs. Myrna Weeks was appointed to fill the vacancy now existing on the Book Committee.

Matters mentioned for consideration at the next meeting included the securing of a typewriter and vacuum cleaner for the library, and the possibility of having more frequent meetings of the Trustees. All members present.

January 25, 1955.

The fourth quarterly meeting of the Library Trustees was held January 25, 1955.

Mrs. Plancon met with the Trustees and reported on her progress in cleaning out obsolete material. The seven day book system is working out very well and is getting good cooperation from borrowers. The Librarian was authorized to purchase necessary library supplies, as well as materials for the monthly bulletin which she has started. Copies of this bulletin were presented to the trustees and met with their hearty approval. At the suggestion of the librarian it was decided to purchase from the Cummings Fund the three volume "Animal Kingdom". Also at her suggestion, it was recommended that the Book Committee consider the opportunities presented by the various Book Club offers. It was voted to keep the Encyclopedia Britannica up to date by purchasing the annuals hereafter.

The 5:00pm closing hour was reinstated.

Proposed improvements to the Library were discussed which included replacing the walk and installing a railing. Mr. Beede reported that insurance requirements would call for a railing on the steps.

Mr. Grad reported a figure of \$55 for a drop box. It was agreed not to provide such a box at this

time.

Mrs. Ramsey reported the cost of a two-party telephone at \$9.00 per month.

It was recommended that the insurance coverage be reviewed and that the liability limit be adjusted to conform with the present general practice. Extended coverage on all policies, at a total expense of \$23.15, was authorized.

Mrs. Ramsey reported an estimate of \$155.50 for paneling the foyer in oak, plus \$30 for staining. Further consideration of the matter was turned over to Mr. Grad and Mr. Flather. The installation of an automatic door closer, at the cost of \$50, was approved, this to be included in the 1955 budget.

It was voted that a total of \$3500 be requested for the 1955 budget. A summary of estimated 1955 expenses follows this report. The Librarian's report was read and it was voted that the statistics be included in the Town Report.

It was agreed to hold monthly Trustees meetings, the next meeting to be February 22.

Members present: Constance Ramsey, Elizabeth Lincoln, Ralph Flather, Linden Grad, John Beede, Mary Robertson.

Meeting adjourned at 4:30pm.

Respectfully submitted,
Mary Robertson, Sec.

March 1, 1955.

A special meeting of the Library Trustees was held March 1, 1955.

The Librarian reported the contribution of a subscription to the Monthly Messenger by the Women's Guild of the St. Charles Church.

An allowance of \$50.00 for book binding was authorized, to be used at the Librarian's discretion.

The problem of correcting the card index was brought up, and discussed briefly.

Mrs. Ramsey reported an estimate of \$205 by Mr. Taylor for paneling the foyer in oak. It was decided to postpone action on this temporarily.

Consideration of the insurance policies and revision of coverage has been effected, in accordance with the plan submitted by the Horne Agency.

The matter of replacing and possibly relocating the walk was discussed and it was thought advisable to contact an engineer for recommendations.

Meeting adjourned at 3:35pm. All members present.

Respectfully submitted,
Mary Robertson, Sec.

3/21/55 – Letter of thanks to Women's Guild, St. Charles Church.

March 29, 1955.

A special meeting of the Library trustees was held March 29, 1955.

It was voted to adopt the recommendations of the auditors regarding a petty cash fund and a sum of \$20.00 was authorized for this purpose.

The lighting of the stacks was discussed and the Librarian suggested that lights be installed in the front of the stacks. The matter was turned over to Mr. Flather for investigation and recommendations.

Mrs. Plancon was authorized to secure someone to give the library a thorough cleaning.

Mr. Grad was asked to check with Mr. [Niles?] and review his duties as janitor. The purchase of a vacuum cleaner was voted, subject to recommendations by Mrs. Ramsey. Meeting adjourned at 3:39pm. Mrs. Lincoln absent.

Respectfully submitted,
Mary Robertson, Sec.

Addenda: Mrs. Ramsey will also look into the purchase of a mat for the foyer.

April 29, 1955.

The Annual Meeting of the Library Trustees was held April 29, 1955. The following officers were elected:

John Beede, Chairman
Constance Ramsey, Treasurer
Mary Robertson, Secretary

The librarian reported gifts of books from Messrs. Dawson, Beede, Gilman and from Mr Ide. It was decided to dispose of old copies of the Meredith News and use the storage space for back numbers of Life, Time and National Geographic. The News office will be offered the old papers.

It was voted to institute a card file for borrowers who are not taxpayers. \$1.00 was recommended.

It was voted to authorize the Book Committee to allocate from their funds a sum to take care of book replacements.

Mrs. Ramsey reported the purchase of a Eureka vacuum cleaner.

Mr. Flather reported that fully satisfactory fixtures for the front stacks were not available locally and that, in his opinion, a good fixture over the desk would suffice for the area. A further report will be made at the next meeting. It was suggested that a complete renovation of the wiring system be included in our improvement program.

Mr. Grad reported his conference with the janitor regarding better care of lawn mower and tools, as well as general performance of duties. Better cooperation is anticipated.

Arrangements have been made with Mr. Nadeau for removal of rubbish as necessary. A general cleanup of the library grounds, especially in the rear, was agreed upon. Replacement of shrubbery was discussed and a suggested planting plan from the Meredith Gardens was considered. No motion at this time.

The purchase of a new lock and latch for the front door was voted, and it was agreed that a heavy duty model would be more satisfactory.

At the request of Mrs. Plancon, Mrs. Margaret Lunt was approved for substitute work.

Letters from Miss Elizabeth Hodges applying for work as summer substitute were read. The Secretary was instructed to write a letter of acceptance.

The resignation of Mr. [Carl Lally?] from the Book Committee was read and accepted. The Secretary was instructed to write a letter of acknowledgement, thanking him for his services.

Mrs. Lincoln was appointed by the Chairman to serve on the Book Committee for another year.

Mr. Grad reported a figure of \$24.00 for covering the bench cushions, this from the American Upholstery Company.

The next meeting will be May 24.

Meeting adjourned at 4:15. All members present.

Respectfully submitted,
Mary Robertson, Sec.

May 24, 1955.

A special meeting of the Library Trustees was held May 24, 1955.

The Librarian's Report was concerned with "summer borrowers" and the discussion resulted in the following:

A motion was carried that non-taxpayers to the Town of Meredith, 16 years of age and over will pay \$1.00 (one dollar) per annum for the privilege of taking books from the Meredith Public Library.

The Librarian was instructed to order identification cards and application cards (500 of each), to be used as a method of carrying out the terms of the foregoing motion.

A motion carried that Harry Howland be employed as janitor at a salary of \$25.00 per month.

Lawton Niles resigned as janitor as of June 1st.

The purchase of a screen door closer was approved.

Mr. Flather will report further on the proposed new lighting fixtures for the stacks at a later meeting.

The Secretary was requested to write a letter to Mr. Maurice Taylor, principal of the High School, asking for his cooperation in instructing the high school pupils to refrain from trespassing on the Library lawns.

The Secretary was requested to write a note of thanks to the Meredith Fire Department for burning over the grass at the rear of the Library.

The new Book Committee is composed of the following persons: Mrs. Leland Powers, Mrs. Alexander Lincoln, Mr. Almon Bushnell, Mr. Frank Gilman and Mrs. C.K. Plancon.

The Burns-Olden post of the Veterans of Foreign Wars requested permission to erect a flagpole on the Library grounds. Action on the request was deferred until more specific information is obtained and until there was a full attendance of the Trustees.

The next meeting is scheduled for July 26th. Meeting adjourned at 4:11pm.

Members present: John Beede, Constance Ramsey, Ralph Flather and Linden Grad.

Linden [?] Grad, Acting Sec

June 14, 1955.

A special meeting of the Library Trustees was held June 14, 1955.

It was voted that re-registration of borrowers proceed at once, and that charges to non-residents be postponed. Consideration of these charges will be deferred until January, 1956. The librarian will make a notation on the cards as to whether the registrant pays any kind of tax in the town.

It was voted not to permit the erection of a flagpole on the Library lawn.

It was voted to replace the pictures of the parents of Benjamin Smith, in compliance with the wishes of some of the townspeople.

Mrs. Ramsey absent.

Respectfully submitted,
Mary Robertson, Sec.

July 26, 1955.

The second quarterly meeting of the Library Trustees was held July 26, 1955.

The Librarian reported that 81 non-residents and 134 local borrowers had registered to date.

The question of book selection and censorship was discussed and it was the opinion of the Trustees that this responsibility rested with the Book Committee.

Mr. Beede reported that Mrs. Hope [Lincoln?] has been appointed to the Book Committee.

The question of Book Club memberships was brought up. No discussion was possible as no representative of the Book Committee was present.

Mrs. Ramsey reported that she had as yet received no definite figure from Mr. Fogg on rebuilding the walk. It is expected to run between \$800 and \$1,000, including regrading and railings. Mrs. Ramsey will also get a figure on an asphalt walk.

It was voted to purchase an adequate hose and sprinkler.

Members present: John Beede, Constance Ramsey, Ralph Flather, Linden Grad, Mary Robertson.

Respectfully submitted,
Mary Robertson, Sec.

August 23, 1955.

A special meeting of the Library Trustees was held August 13, 1955, for the purpose of considering the replacement of the library walk.

Mrs. Ramsey presented Mr. [Tyson's?] estimate of approximately \$800 for grading, paving, installation of three granite slabs, railing and curbing repairs. It was voted to have this work done.

Mr. Beede reported the purchase of a water hose and was authorized to purchase a rake.

Mrs. Lincoln and Mr. Flather absent.

Meeting adjourned at 3pm.

Respectfully submitted,
Mary Robertson, Sec.

September 27, 1955.

A special meeting of the Library Trustees was held September 27, 1955.

The Librarian reported the registration of 214 local borrowers and 144 summer residents, of which number 48 are taxpayers.

She also outlined her plans for an exhibit during Book week, Nov. 13-19. Gifts of books have been secured from Mrs. Frederick Taylor, Captain Edmund [Jewell?], Miss Elizabeth Hodges and Mr. Ecklund.

Mrs. Ramsey presented Mr. Taylor's bill for panelling the foyer and work on the door, in the amount of \$327.51. It was voted that the balance of the Col. Cummings fund be added to the book budget.

The installation of a suggestion box was discussed as a means of assistance to the Book Committee.

Mrs. Lincoln and Mr. Grad absent.

Meeting adjourned at 3:30pm.

Respectfully submitted,
Mary Robertson, Sec.

October 25, 1955.

The third quarterly meeting of the Library Trustees was held October 15, 1955.

The librarian reported a gift of books from Mr. Urquhart. She also mentioned the question of improving the lighting of the front stacks.

Mrs. Ramsey presented Mr. Tefft's bill in the amount of \$576.00.

It was voted to increase the book budget to \$75.00 per month for the remainder of the year.

Mr. Beede was delegated to attend to servicing the clock in the reading room.
Meeting adjourned at 3:30pm. Mr. Flather absent.

Respectfully submitted,
Mary Robertson, Sec.

January 24, 1956.

The fourth quarterly meeting of the Library Trustees was held January 24, 1956.

The Librarian presented the annual report, as follows:

~~Total circulation 12,088~~

Borrowers registered as of June 15, 1955: local: 379 (222 children, 157 adults)
non-resident: 124

Total circulation 12,088, distributed as follows: Fiction: 6412, non fiction: 1622
juvenile: 4054, magazines: 440

Books lost: 12 by non residents, 3 by local borrowers.

354 books have been purchased, 115 children's books, 168 fiction, 71 general.

There have been 135 gifts, and a cash donation of \$5.00. 38 books were rebound. 50-60 books were replaced from those given to the library, 4 memorial books were given; 150 books were discarded. A total of \$97.00 was collected in fines, 13 library bulletins were prepared and distributed by the librarian. The card catalogue was also brought up to date.

Members of the Book Committee now include Miss Hope [Lincoln?], Mrs. Hill, Mrs [Alexander?] Lincoln, Mrs. Frank Gilman.

It was voted to raise the Librarian's salary to \$90.00 per month, effective January 1, 1956, with the recommendation that notices of library meetings throughout the state be brought to the attention of the Trustees so that arrangements can be made for the Librarian to attend those which in the opinion of the Trustees are of particular interest or importance.

It was agreed that the appointment of the Librarian should be considered permanent.

A lengthy discussion of the budget ensued, including the prospects of improving or replacing the electrical system. It was voted that an ~~budget~~ appropriation of \$45.00 be requested, plus whatever is required for the betterment tax.

The matter of repainting the face of the outside clock was brought up by Mr. Beede, who was then delegated to look into the matter.

Meeting adjourned at 4:15pm. All members present.

Respectfully submitted, Mary Robertson, Sec.

April 24, 1956.

The first quarterly meeting of the library trustees was held April 24, 1956, with Mrs. Ramsey in the chair in the absence of the chairman. The following officers were re-elected:

Chairman: John Beede

Treasurer: Constance Ramsey

Secretary: Mary Robertson

Estimates from George Thompson on repairing and painting the clock were presented and it was voted to approve an expenditure of not more than \$85.00 for the work, described in Mr.

Thompson's letter as follows:

New masonite face mounted over your old clock face with flat gold hands and numerals and minute markers plus glass [ma??t] ground, 69.16

It was voted to authorize the Book Committee to join the Literary Guild at \$21.00 per year for

15 books, this amount to be paid in advance from the book budget.
In the matter of recovering the bench cushions, Mr. Grad will get a price from Mrs. Landry of Laconia.

Mrs. Lincoln and Mr. Beede absent.

Respectfully submitted,
Mary Robertson

July 24, 1956.

The second quarterly meeting to the Library Trustees was held July 24, 1956.

The Librarian reported a circulation of 6749 for the first 6 months of 1956, a gain of 1098 over 1955. Forty new summer borrowers have been registered.

A gift of \$10.00 from Mr. Sheridan Bell was reported, and the Secretary was instructed to write a letter of thanks.

It was voted that the Librarian continue to pay her substitute, in accordance with the original agreement.

It was agreed have [Mr.?] McHugh clean the oil burner.

No reports were available on the clock, [??ring] and cushion jobs.

Meeting adjourned at 3:07pm. Mrs. Lincoln and Mr. Flather absent.

Respectfully submitted,
Mary Robertson, Sec.

October 23, 1956.

The third quarterly meeting of the Library Trustees was held October 23, 1956.

The Librarian reported that 63 new summer borrowers had registered and that the circulation for July, August and September was 463 over that for last year.

The gift of a chair for the children's section by the [R?s] was announced. Another has been promised by the V.F.W.

The re-wiring of the library was discussed and it was agreed that this should be accomplished as soon as possible.

It was voted to do the reading room floors in the same material as is in the lobby.

Meeting adjourned at 3:00pm. Mr. Grad absent.

Respectfully submitted,
Mary Robertson, Sec.

January 22, 1957.

The ~~annual~~ fourth quarterly meeting of the Library Trustees was held January 22, 1957.

The Librarian reported a total circulation for 1956 of 13,372, an increase of 1300 volumes over 1955. distribution follows:

Fiction 6768

Non fiction 1390

Juvenile fiction 4549

Juv. non-fiction 665

Magazines 446

413 new books were purchased, including 171 fiction, 67 non fiction, 122 juvenile fiction and 53 juvenile non-fiction.

30 books were rebound, 9 books lost, 28 books discarded, 50 books donated; fines collected

\$114; 13 library bulletins were issued. Nine classes from the schools visited the library. 174 new resident borrowers were registered and 63 summer residents. Book week was appropriately observed.

Mr. Flather reported that he had been unable to arrange an appointment with Mr. [Head?] to go over the [rewiring?] project.

Mr. Grad reported a figure of \$60.00 to cover the bench cushions in good quality vinyl, this from Mrs. Landry. This figure is subject to 10% cash discount. It was voted that this work be done. Mrs. Ramsey was appointed to make the color selection.

The matter of disposing of the reading room rugs was discussed. It was agreed that the origin of the rugs should be determined before any action is taken. Mr. Beede will undertake the research.

Additional library services were discussed, including the purchase of a record player and records. No action was taken.

A preliminary budget was worked out. Approval was withheld until lighting and betterment tax figures are available.

It was voted to offer the old copies of the Meredith News to the Historical Society.

Mrs. Ramsey will present figures on the cost of new chairs for the reading room, as well as a suitable magazine rack.

A special meeting of the Trustees will be held February 26, 1957.

Meeting adjourned at 4:20pm. All members present.

Respectfully submitted,
Mary Robertson, Sec.

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February 12, 1957.

A special meeting of the Library Trustees was held February 12, 1957.

Mr. Beede reported that the reading room rugs were obtained by purchase in 1921. It was voted to offer the rugs for sale for \$25.00 each, including pads. An advertisement will be placed in the News.

Mr. Flather reported that Mr. Head advised no general rewiring of the library was necessary. General overhead block lighting was recommended, as per report attached. It was agreed that renovation of the lighting should include the Librarian's office, the vestibule, the clock room, and an outside light. It was voted to proceed with the work as outlined. Total cost was estimated to be approximately \$1200.00.

The purchase of a magazine rack, at a cost of \$339.75 was authorized.

It was agreed that the sum of \$500.00 be allotted for the purchase of chairs, the number and type to be determined upon receipt of further information.

\$250.00 was authorized for renewal and protection of the shrubbery.

It was voted to request the sum of \$4020.00 for the operation of the library in 1957. The budget follows:

Salaries	1100.00
Janitor	320.00
Books	1100.00
Repairs and Maintenance	250.00
Electricity	150.00

Fuel	500.00
Supplies	100.00
Insurance	200.00
Miscellaneous	<u>300.00</u>
	4020.00

Meeting adjourned at 4pm. Mr. Grad absent.

Respectfully submitted,
Mary Robertson, Sec.

April 23, 1957.

The Annual Meeting of the Library Trustees was held April 23, 1957.

The following officers were elected:

Chairman: Ralph Flather,

Treasurer: Linden Grad

Secretary: Mary Robertson

The request of the School Board to the State Library for Bookmobile service was discussed.

It was decided that the Meredith Public Library should offer its cooperation with the schools in their library problems, and the Secretary was instructed to write a letter to the School Board to this effect.

The matter of chairs for the reading rooms was discussed, with inspection of catalogues. Mr. Beede was asked to get prices on captains chairs from Cottage Pine, as well as prices from Meredith Furniture Company on a similar chair.

Meeting adjourned at 3:40pm.

Mrs. Lincoln absent.

Respectfully submitted,
Mary Robertson, Sec.

July 23, 1957.

The second quarterly meeting of the Library Trustees was held July 23, 1957.

It was voted that the Treasurer be authorized to allow the janitor a sum of not to exceed \$25.00 for the purchase of tools.

It was decided to obtain a comparative price on the Nichols-Stone Windsor chair, quoted by Meredith Furniture at \$20.00 each in lots of 20. Mr. Flather will report to members of the board.

Mrs. Ramsey reported that the matters of the magazine rack and renovation of the shrubbery are still pending.

The offer of the Encyclopedia Americana was discussed and it was decided to take no action at this time.

The Librarian reported 33 new summer borrowers, and a June circulation of about the same as last year.

Meeting adjourned at 3:35pm.

Mrs. Lincoln absent.

Respectfully submitted,
Mary Robertson, Sec.

September 5, 1957.

A special meeting of the Library Trustees was held September 5, 1957, at which it was voted to purchase 10 side chairs and 4 arm chairs from the Library Bureau, at a cost of \$437.25.

A letter from the Interlakes School Board was read, suggesting the establishment of a branch library in the new high school. It was decided to ask the advice and recommendations of the State Library, and further consideration will be given the suggestion of the School Board when more information is obtained.

Permission has been given the Civic Association to store the town Christmas decorations in the basement, temporarily.

Meeting adjourned at 3:00pm. All members present.

Respectfully submitted,
Mary Robertson, Sec.

October 22, 1957.

The third quarterly meeting of the Library Trustees was held October 22, 1957.

Mr. Emil Allen, Assistant State Librarian, was present, and discussed with us the request of the School Board that we establish a branch library in the new High School. In his opinion this was not necessary as a town service, nor a desirable arrangement. He suggested that we might deposit books at the High School periodically, in which case the Bookmobile could be used to supplement the collection.

It was ~~decided~~ voted to arrange a conference with the School Board, the Principal and the Superintendent to discuss the situation.

The Library Trustees will meet on October 29 with the Librarian to go over the matter.

Meeting adjourned at 4:00pm. All members present.

Respectfully submitted,
Mary Robertson, Sec.

November 21, 1957.

A special meeting of the Library Trustees was held November 21, 1957 to discuss the proposed meeting with the Interlakes School Board. The following points were agreed upon:

1. In the experience of the State Library, branch libraries have not been successful wherever they have been tried.
2. If the school will submit reading lists to the Librarian well ahead of time, she will collect the required books from our own resources or from the State Library.
3. We will loan collections of books to the High School from time to time.

The Secretary will request a joint meeting of the Trustees and the School Board at the earliest convenient date.

Meeting adjourned at 3:15pm.

Mr. Grad absent.

Respectfully submitted,
Mary Robertson, Sec.

January 21, 1958.

A joint meeting of the Library Trustees and the School Board was held January 21, 1958, to discuss the library problems of the schools.

It was agreed that any library system to be established at the new High School should be under the administration of the school, rather than the Public Library. The offer of loan collections

from the Library, supplemented by books from the Bookmobile, was received with favor. Circulation of these books within the student body, and circulation records, would be handled by the School Librarian.

The matter of reading lists was discussed and it was urged that teachers submit their lists well in advance, so that the Librarian might collect the necessary material, for use either at the Public Library or at the proposed School library.

A committee was appointed to work out details of school library operation:

Charging, cataloguing and book selection. The assistance of the State Library will be sought.

Members of this committee include Mrs. Lincoln, Mrs. Ramsey, Mrs. Williams, Mr. Ripley.

Attending this special meeting were: Mrs. Ambrose, Mr. [Hefferman?], Mrs. Marshall, Mrs.

Ramsey, Mrs. Williams, Mr. Ripley, Mr. Beede, Mr. Flather, Mrs. Robertson.

Respectfully submitted,
Mary Robertson, Sec.

February 4, 1958.

The Fourth Quarterly meeting of the Library Trustees was held February 4, 1958.

The annual report of the Librarian follows:

Total circulation for 1957 – 14442.

Fiction – 6801

General – 1732

Juvenile Fiction – 4927

Juvenile non-fiction – 1732

Magazines – 440

Fines collected - \$130.00

New borrowers – 48 non-residents

121 Residents

5 books lost

422 books purchased

162 - Fiction

74 - General

112 - Juvenile

74 - Juvenile non-fiction

15 books replaced

83 books given the library, including 35 children's books, 13 memorial books and 8 books from the Mormon Brotherhood.

The requests of the janitor for a new lawnmower, and to be relieved of window washing were considered. Mr. Beede will look into both matters.

It was voted to increase the salary of the Librarian by \$10.00 per month, as of March 1, 1958.

It was voted to request the sum of \$4,331 for the operation of the Library in 1958. The budget follows:

Salaries	1300.00
Janitor Service	320.00
Books Magazines	1200.00
Repairs	250.00
Electricity	150.00
Fuel	450.00
Supplies	100.00

Binding	50.00
Maintenance	250.00
Insurance	225.00
Water & Sewer Rental	25.00
Dues	<u>11.00</u>
	\$4331.00

Additional funds totaling \$1725.00 will be requested for the following purposes:

Chairs for Reference and Children's room	\$750.00
Refinish Library tables	200.00
Shrubbery & Landscaping	500.00
Lawnmower	125.00
Additional heating register in stacks	<u>150.00</u>
	\$1725.00

Meeting adjourned at 4:15pm. Mrs. Lincoln absent.

Respectfully submitted,
Mary Robertson, Sec.

April 22, 1958.

The annual meeting of the Library Trustees was held April 22, 1958.

The following officers were elected

Chairman: John Beede
Treasurer: Linden Grad
Secretary: Mary Robertson

Mrs. Lincoln reported on her conference with Mr. Allen of the State Library on the school library setup. Books will be supplied by the Bookmobile and charged to the [loan?] library. The school will keep circulation and other records.

It was decided to have a special meeting to consider furniture for the reference room.

Meeting adjourned at 10:30am.

Mr. Flather absent.

Respectfully submitted,
Mary Robertson, Sec.

May 19, 1958.

A special meeting of the Library Trustees was held May 19, 1958.

The Secretary was instructed to write a letter accepting with thanks Mr. [Foster's?] offer to paint the railing.

Mr. Beede reported that a new lawnmower has been acquired.

It was suggested that the State Library be asked to send someone to help with the rearrangement and weeding of the books.

It was decided to purchase the following furniture for the reference room and children's section:

2 - Arm chairs
4 - Side chairs, 18" high
4 - Side chairs, 14" high
1 - Table 26 x 90 x 29
1 - Table 36 x 60 x 25

Total cost \$647.75.

Meeting adjourned 11am.
Mr. Flather absent.

Respectfully submitted,
Mary Robertson, Sec.

July 22, 1958.

The second quarterly meeting of the Library Trustees was held July 22, 1958.

It was voted to give the old reference table and chairs to the school library.

It was voted that the extra card catalogue be donated to some small library, recommended by the State Library.

Mr. Grad presented an estimate of \$25 from Victor [Dubins?] of Lakeport to repair the roof. This was not acceptable to the board.

It was recommended that the outside door be painted and the outside entrance be touched up, and that the inside threshold and swinging doors be refinished or cleaned.

The request of the Grange to hold a food sale on the Library lawn was refused.

Meeting adjourned at 2pm.

Mrs. Lincoln absent.

Respectfully submitted,
Mary Robertson, Sec.

October 28, 1958.

The third quarterly meeting of the Library Trustees was held October 28, 1958.

The Librarian reported a ~~total~~ circulation for July, Aug, Sept 1958 of 4504, with 27 new summer borrowers. She also ~~presented offered~~ tendered her resignation, effective January 1, 1959.

Estimates of \$440.00 [?] from the Cornell Construction Company and \$435.00 from Kenneth Taylor ~~were received~~ for resetting loose bricks in the building were considered. It was voted that Mr. Taylor be asked to do the work.

A letter regarding the piano, presumably given to the Church, and presently stored in the Library was sent. It was decided to secure advice as to our responsibility in such a disposition.

*A notice regarding applications for the position of Librarian was prepared for insertion in the News.

Meeting adjourned at 3:45pm.

Mr. Flather absent.

Respectfully submitted,
Mary Robertson, Sec.

* Add: It was suggested that a heating engineer be retained to prepare specifications for renewing the heating system.

November 18, 1958.

At a special meeting of the Library Trustees November 18, 1958 ~~the~~ applications for the position of librarian were considered, these from Mary Philbrook, Rita Maguire, Mrs. Rachel Godfrey, Mrs. Annette Hamilton, Mrs. Marguerite Campbell and Mrs. Phyllis Brown. It was decided to ask Mrs. Hamilton and Mrs. Brown to come in for interviews, as they were not known to all the trustees.

November 21, 1958

At a special meeting November 21, 1958, the Library Trustees interviewed Mrs. Annette Hamilton and

Mrs. Phyllis Brown. Mrs. Hamilton was selected for the position of Librarian, to start January 1, 1959.

January 27, 1959.

The fourth quarterly meeting of the Library Trustees was held January 27, 1959.

The Librarian's report follows:

Total circulation for 1958: 15,944 (1956-13,372; 1957-14,446)

Fiction 6,627

Non-fiction 2,115

Juvenile 6,046

Juv. N.F. 1,156

Magazines 632

Fines collected: \$158.00

New borrowers: 91 juvenile

45 adult

27 summer

12 books lost

466 books purchased:

199 Fiction

79 Non-fiction

138 Juvenile fiction

50 Juvenile non-fiction

25 books discarded

6 books replaced

41 books given the Library, including 4 memorial books.

It was voted that Mr. 's.[Messrs?] Beede, Grad and Flather look into the heating system and get the advice of a consultant if necessary.

The janitor's duties were reviewed, as per list attached.

It was voted that a runner be installed in the lobby for winter use. Mr. Flather will look into the matter.

It was suggested that the floors be cleaned professionally once a year.

The matter of long-term magazine subscriptions was discussed and it was agreed that advantage should be taken of reduced rates for such subscriptions.

It was decided to review the ~~in~~ insurance coverage and ask for recommendations. (Mr. Grad.)

It was voted to request the sum of \$4,000 for the operation of the library in 1959. The budget follows:

Salaries	1400.00
Janitor	350.00
Books & Magazines	1500.00
Repairs & Maintenance	800.00
Electricity	150.00
Fuel	550.00
Supplies	75.00
Water & Sewer	25.00
Binding	75.00
Insurance	225.00
Miscellaneous	
inc. travel, dues, etc	100.00
Telephone	<u>200.00</u>
	\$5,450.00

An additional sum of \$500 for landscaping will be requested, plus whatever may be required for the

heating project.
Meeting adjourned at 4:45pm.
All members present.

Respectfully submitted,
Mary Robertson, Sec.

April 28, 1959.

The first quarterly meeting of the Library Trustees was held April 28, 1959.

Mr. Grad reported that the insurance on the library furniture has been increased.

Mr. Flather reported on the cost of rubber and fiber coverings for the lobby floor, \$19.80 and \$24.50 respectively. The matter was deferred until the fall meeting. He also reported that it would be less expensive to replace the library clock than to repair it. It was decided to have it repaired inasmuch as funds were provided by bequest for its maintenance.

The following officers were re-elected:

Chairman – John Beede

Treasurer – Linden Grad

Secretary – Mary Robertson

It was decided not to install a telephone in the library immediately.

It was voted to authorize Mr. Beede to sign contracts with the heating engineer and the heating contractor, subject to the approval of the Trustees.

It was voted to authorize the expenditure of \$100 to finance the librarian's attendance at Library School, and to cover the cost of hiring ~~an~~ a substitute for the period of her absence.

It was suggested that the old heating system be advertised for sale.

Meeting adjourned at 4:30pm. All members present, except Mrs. Lincoln.

Respectfully submitted,
Mary Robertson

May 1, 1959. Letter of recommendation to Mr. Emil Allen in the matter of Mrs. Hamilton's scholarship application.

May 26, 1959. Letter to Mr. Allen declining participation in [ling?] Trust project.

July 28, 1959.

The second quarterly meeting of the Library Trustees was held July 28, 1959.

Bids for the heating system were opened.

The following bids were received:

Northern Plumbing and Heating Co: \$7,295.00

Francoeur Gill Co: \$6977.00, pluss an allowance of \$100.00 for the old heating system.

It was voted that the engineer make a list of possible savings and, if approved, they can be deducted from the low bid and that bid can be accepted, this information to be obtained before July 30 at noon.

It was agreed that the engineer's fee involved in this case be 6% of the low bid, \$6877, plus 1 ½% supervision fee on final figure of contract.

It was voted that a contract form be used and that it be drawn by the Town Counsel.

The Librarian reported on her attendance at Library School.

Mr. Flather reported completion of the clock repairs.

It was suggested that the Trustees sponsor a reception for the teachers, that they might get acquainted with the library.

Meeting adjourned at 4:30pm.
All members present.

Respectfully submitted,
Mary Robertson, Sec.

October 27, 1959.

The Third Quarterly meeting of the library trustees was held October 27, 1959.

The Librarian was authorized to contact the state library to secure assistance in cleaning the stacks, and for advice as to the general policy in disposing of books and magazines discarded.

It was voted to authorize the Librarian to secure any necessary assistance in operating the library, not to exceed \$4 per week, at the rate of \$1.00 per hour, for the balance of the fiscal year.

Mr. Flather was authorized to purchase a suitable fiber rubber covering for the lobby floor, at a cost of about \$30.00.

Miss Maloney volunteered to work with the Librarian in publicizing items of interest pertaining to the Library.

It was voted to hold a Library open house in December, date to be announced, the committee to be composed of Mrs. Lincoln as chairman, Miss Maloney and Mrs. Robertson.

Mr. Gifford went over the operation of the heating system with the group.

Meeting adjourned at 3:40pm. All members present.

Respectfully submitted,
Mary Robertson, Sec.

January 21, 1960.

A Special meeting of the Trustees was held January 21, 1960, to discuss with Mr. Thomas of the State Library, and with the Librarian, the policy to be followed ~~in offering~~ regarding Bookmobile service to the High School. It was voted to invite the Principal and any interested teachers to meet with the Trustees and the Librarian to talk over Library service to the school.

Arrangements were made with Mr. Thomas to start the weeding and clean-up project on Thursday, February 4.

Trustees and members of the book committee will assist as they are able to.

January 26, 1960.

The Annual Meeting of the Library Trustees was held January 26, 1960, 7:00pm.

Representatives of the local insurance agencies explained the co-insurance plan, under which it would be possible to secure increased coverage at a reduction in rate. It was agreed that Messrs. Brown and Weeks should secure an appraisal of the building, on the basis of which the terms of the increased coverage would be determined.

The Treasurer was authorized to increase the coverage, if it was found to be warranted.

The Librarian's report follows:

Total circulation – 16,442.

Fiction

Non Fiction

Magazines – 600

Fines collected - \$152.00

Juvenile Fiction

“ Non “

New borrowers – Juvenile - 108
 Adult - 117
 Summer - 83
 Books Purchased - 490
 Fiction – 200 Juvenile Fiction - 155
 Non-Fiction – 85 “ Non- “ - 60
 Gifts – 44
 Memorial books – 3
 Discards – 4
 Lost – 8

It was voted to accept Mrs. Hamilton’s resignation with regret, to take effect at a mutually convenient date within 60 days.

It was voted to enroll the Trustees in the N. H. Library Trustees’ Association.

It was agreed to pay the Librarian at the rate of \$1.25 per hour for the extra work involved in the library cleaning project.

The following budget for 1960 was approved:

Salaries	1800
Janitor	350
Books & Mags.	1500
Equipment	200
Electricity	150
Fuel	550
Supplies	75
Water & Sewer	30
Maintenance & Rep.	800
Insurance	202
Binding	150
Misc.	150
Telephone	200
Grounds	<u>500</u>
	\$6455 + insurance
	<u>202</u>
	\$6657

A special meeting will be held Tuesday February 9 at 7pm to consider the hiring of a new Librarian.

Meeting adjourned at 10:00pm. All members present.

Respectfully submitted,
 Mary Robertson, Sec.

February 9, 1959.

A special meeting of the Trustees was held February 9, [1959?] 1960?.

Upon the report by the Treasurer that the co-insurance plan would give the library additional coverage of \$6000.00 for an increase in premium of \$10, it was agreed to go along with the plan.

It was agreed that the Librarian’s resignation should be effective as of February 1, 1960, inasmuch as she has not been in attendance since that date. Mrs. [Lance?] will be paid directly by the Board for her assistance from that date on.

It was decided to approach Mrs. Ramsey on the matter of acting as interim librarian and that the

~~selection~~ appointment of a regular librarian be deferred until after the Library cleaning job is completed.

It was voted to increase the salary budget for 1960 to \$2,000.

April 26, 1960.

The 2nd quarterly meeting of the Library Trustees was held Tues. April 26, 1960, with Mrs. K. Lincoln & Mr. R. Flather in absentia. Mr. J. Beede presided and opened the meeting at 2:05pm. Membership cards in the N.H.L.T.A. were presented each member by the secretary with dues paid to May 1960, and signed by Wm. A. Smith. Mrs. C. Ramsey reported on her work to date, announcing circulation of 1655 for Feb. and of 1755 for March. It was recommended that a deposit of \$5.00 be charged for transient non-residents, and that the borrowing rules be revised and enforced. The question of Saturday afternoons was discussed and additional library hours on Tuesday & Thursday afternoons (6 hrs. total) was suggested. It was voted to keep the library open Thursday afternoons until the close of school as an experiment. Mrs. Ramsey requested the acquisition of a new typewriter table & chair and 2 three-drawer filing cabinets, total cost resp. \$32.95, \$34.50, and \$100.00. So voted.

The Trustees agreed to meet quarterly on the 3rd Tuesday. An election was held which resulted in the following appointments: Chairman, J. Beede, Treasurer D. Maloney, Secretary C. Colby. It was agreed to present the old library sign to the Meredith Historical Society. Adjournment was made at 4 pm.

Respectfully submitted for Mary
Robertson), Carl C. Colby, Sec.

Continued in Bk. #2 Reports & Records of Meredith Town Library

Copy from Original Book –

By-Laws of the Board Of Trustees -

Adopted Mar. 20 – 1891.

Article 1 The membership of the Board shall consist of such as are duly sworn by the Selectmen and have not withdrawn or been suspended.

Article 2 The officers of the Board shall consist of President, Secretary and Treasurer, who shall be elected by ballot at the annual meeting, to be the first meeting of the new Board.

Article 3 The President and Secretary are empowered to call meetings as often as business may demand, due notice being given to each member of the Board.

Duties of Officers.

Article 4 It shall be the duty of the President to preside at all meetings of the Board. In the absence of the President, the vacancy can be filled by the Board electing a President Pro. Tem. To properly enforce the By-Laws, sign all orders drawn on the Treasurer and Perform such other duties as pertain to the office.

Article 5 It shall be the duty of the Secretary to keep a careful account of proceedings of the Board, receive all moneys due the Board, pay them over to the Treasurer, taking his receipt therefor. To preserve all the books and records of the Board. To conduct the correspondence. All necessary expenses to be reckoned as running expenses to be paid for out of the treasury.

Article 6 It shall be the duty of the Treasurer to receive all moneys due the Board from the hands of the Secretary, giving his receipt therefor. To keep an accurate account of the same and pay them out by order of the Board, signed by the President and countersigned by the Secretary.

The Treasurer to come under such bonds as the Board may demand.

Article 7 A majority of the Board shall constitute a quorum for transacting business.

Signed Alvin Peavey B. R. Dearborn
(Copy) Fred H. Smith Lillian Wadleigh
 Sarah M. Noyes

Trustees

MPL_Trustee_Notes_1939-1960 vol 2