

Meredith Public Library-Board of Trustees Meeting

Board of Trustees Meeting Tuesday February 10, 2009

Trustees present: Laurie Brothers, Rhetta Colon, Paul Eldridge, Duncan McNeish

Others present: Erin Apostolos, Director; Judy Hodges, Assistant Director; Cherie Gable, Ann Butler.

The meeting was convened at 4: 32 p.m.

Erin introduced Cherie Gable as the new hire who started last week. Erin also introduced Ann Butler, a member of the Friends of the Meredith Public Library who is interested in running for the remaining vacancy on the Board of Trustees.

Secretary's report: On Page 2, third paragraph of January minutes change Director to Chair. Sentence to read "Paul suggested that we include a "request for donations" for payment of the chair lift in the Chair's Report, which will be published in the Town Report in March. Duncan made a Motion to accept the Minutes as amended, Rhetta seconded, the Motion was unanimously approved.

The Minutes of the Special Meeting of January 22, 2009 were moved to accept by Duncan, seconded by Rhetta. As there was no quorum of Trustees who attended that meeting, the Minutes were tabled until the March meeting.

Treasurer's report: Duncan stated that the income in the money market fund showed an increase as one bond had matured, but total funds value were down.

Director's report: Erin asked the Board to answer any questions that Ann Butler had regarding the Trustee duties, meetings, goals, attendance, etc. Discussion followed.

Next Erin passed out copies of the front page of the February 2009 Meredith Library News, a copy of graphics indicating the Library circulation, pictures of children's library programs, and a summary of Adult programs.

Erin introduced a final budget with a bottom line of \$483,594.14 which was the result of her meeting with Brenda Vittner, changes were made to include the \$17,500 for the new chair lift and other staff figures. The amount previously approved by the Board was \$479,854.08. Duncan made a Motion to approve the revised figure, Rhetta seconded, the Motion was approved unanimously.

Erin stated that the staff appreciation luncheon would be Wednesday, February 11 at noon at the library. Plaques will be given, news releases will be given and photographs will be taken. No public will attend.

Erin gave Paul the window contract from Olde Window Restorers for his signature to authorize the final figure of \$25,925. Work will commence on or about April 1, 2009.

Old Business: Duncan made a Motion to not put a request for donations in the Chair's report of the Town Report as he felt the Board of Trustees were not ready at this time to move forward on a fund raising plan. Rhetta seconded the Motion which passed unanimously.

Rhetta asked about fundraising . Rhetta will check requirements from various entities such as banks, civic clubs, and chamber of commerce members to see what information

they require when requesting donations. Rhetta will update the project list and email to Board members.

New Business: Treasurer Duncan explained the Town had received a letter from the IRS requesting a compliance check in regard to the Meredith Public Library for 2007. Duncan, Erin, and Brenda Vittner will be at the February 13 meeting. Rhetta requested that the Board be informed of the results by email.

Barbara Clark sent an update of the Report of the Trustee of the Trust Funds. Duncan will confer with Barbara as to how much money is available and for what purpose it is designated. He will report his findings at the next meeting of the Board.

Erin suggested posting “No Parking-Fire Lane” signs which could be placed so as to prevent parking. She will contact Michael Faller to request signs for this purpose and report back to the Trustees at the next meeting.

Erin reported that Joan O’Neil will retire effective April 1.

Rhetta made a Motion to Adjourn, Paul seconded it, meeting was adjourned at 5:45 p.m.

The next meeting of the Board will be held Tuesday, March 17, 2009 at the Meredith Public Library at 4:30 p.m.

Respectfully submitted,

**Laurie A. Brothers, acting Secretary
Meredith Public Library Board of Trustees**