

Library Trustee Meeting
Tuesday, December 13, 2011,

The Meeting was called to order at 6:02 PM

Trustees Present: Rhetta Colon, Duncan McNeish, Maribeth McEwan, Ann Butler, Laurie Brothers, Paul Eldridge.

Absent: Coleen Nolan

Others Present: Erin Apostolos, Director, Judy Hodges, Assistant Director.

Secretary's Report: Mr. McNeish made a change regarding how to address the Trustees in reports. After amending the minutes of November 8, 2011, a motion was made by: Mrs. Brothers to accept the minutes as amended. This motion was seconded by Mr. Eldridge and approved.

Treasurer's Report:

Mr. McNeish presented his report.

Meredith Village Savings Bank:	\$9829.31
Receipts-deposited:	685.90
Receipts from income generating equipment:	357.11
Expenditures:	822.88

Trusts: December 1, 2011

Income Fund:	\$188,924.91
Nichiporuk Fund:	615,539.52

A motion was made by Mr. Eldridge and seconded by Mrs. Brothers, and after a vote the Treasurers Report was accepted.

Approval of Monthly Expenditures:

Chase Card Services	\$246.36
Mayflower Books	16.49 (Pilgrims Books)
Ransmeir/Spellman	306.00

A motion was made by: Mrs. McEwan and seconded by: Mr. Eldridge, after a vote, the motion passed.

Library Director's Report:

Children's November Events Attendance 262; Teen Event Attendance 11. Tot Time continues to be very popular and has morphed into a "Parent Chat Time" as well as a literacy and socialization skill class for the toddlers.

Mrs. Stevens also spent some time with outreach. She met with Dr. Kelley, Principal, Alicia Parks, Reading Specialits and Sue Lameroux, school librarian all of I-LES faculty. They are

beginning to implement an afterschool educational enrichment club called *Folk Tales and Fairy Tales*. Mrs. Stevens will read two tales to the students: the traditional tale and a fractured version. The children will then compare/contrast the two. A healthy snack and craft will be provided.

Inter Lakes Daycare started coming for preschool classes on December 1. The children will listen to alphabet stories, work on a hands-on project and then visit the children's room. They will be split so as not to exceed our fire code.

Christopher has doubled his attendance at Computer club in just two months. He had 18 at his last lesson on "Speeding up your computers." Attendees are highly complementary of his teaching style.

Mrs. Apostolos averages 15-20 people monthly at Genealogy Club. The November lesson involved using your iPad for genealogy and December's was on Google and featured a Holiday Pot Luck.

Friends Update: The Friends took a look at the various building needs and decided to focus on the front walk, railing and stair repair.

Thermometer Approval: A motion was made by Mr. Eldridge to get approval from the town of Meredith to erect a thermometer sign for fund raising. The motion was seconded by Mr. McNeish, and after a vote passed.

Grant Updates:

The NH Preservation Alliance has approved \$4500 (50%) of Chris Williams's fee of \$9000.00. He would be hired as our Preservationist, submit a grant for the next phase of the project next year. In addition I will need to submit forms and topographical maps to the NH Division of Historic Resources who need to appraise the site. I will also have to submit a form to the NH Office of Energy and Planning as well as a request for an Environmental Appraisal of the site. They are all on the check list.

MVSB-We have been turned down for the railing grant.

GMP Sign Grant-No word yet. Bonnie Ireland is no longer the head of the organization and there is some upheaval. Not sure where the grant stands.

Children's Room Update:

It is very disjointed having the children's activities in the community room with the collection seven levels away. Most parents just leave after an activity rather than hiking all of the kids upstairs. We need to come up with a plan to allow children's activities to be held in the Children's Room.

Front Walk-Railing issue:

Bill Edney is going to advise Paul Ristaino to use Hydraulic Cement to fix the loose front rail.

2012 Staff Holidays:

The Trustees reviewed the holidays for 2012. A motion was made by Mrs. McEwan for the employees working that day to be able to close the Library at 5 PM and that the rest of the day would be a paid holiday. The motion was seconded by Mr. Eldridge, and passed.

Old Business

Accepting Preservation Grant-Hiring Chris Williams

A motion was made by Mr. McNeish to accept this grant, hiring Chris Williams. Mrs. Butler seconded the motion and it passed.

Jerry Tepe:

After Mrs. Apostolos spoke to Mr. Williams it is now understood that any further work that Mr. Tepe does for the Library, will be contracted through Mr. Williams's office.

Non-Resident Policy-Town Employees?-It was brought to the attention of the Trustees that many Town Employees would like to be able to use the library free of charge. A motion was made by Mrs. Butler to allow Town Employees to use the Library free of charge. Mr. Eldridge seconded the motion. A vote was taken. It passed 3 votes to 2.

Nov. 21, 4:15, meeting with Select Board

Those present at the meeting felt it had gone well.

Part time vacancy-

There will be a part time vacancy later this year. A motion was made by Mr. Eldridge to allow Mrs. Apostolos to start interviewing people in late January or February. The motion was seconded by Mr. McNeish and passed.

New Business

Tour for Select Board, Friends and CIP-

Invitations will be sent out to the Select Board, Friends of the Library and CIP. We will invite them on March 3, 2011 for a tour of the Library.

Hiring Janitor vs. Contracting and cancelling mat cleaning service

Mrs. Apostolos explained the savings we could have hiring a Janitor over having a contracted cleaning company. A motion was made by Mrs. McEwan to hire a Janitor and give our notice to the contract cleaning service we have used. The motion was seconded by Mr. Eldridge and passed.

Budget committee-budget revision

A motion was made by Mr. McNeish to present the amended Library Budget of \$483,806.84 for 2012 to the Town. The motion was seconded by Mrs. Brothers. The motion passed.

Trustee Budget

A motion was made by Mr. McNeish to plan a budget of Trustee funds \$33,072.00 for miscellaneous use on repairs, books, and other expenditures that will not be covered by the Town, as approved by the Trustees. The motion was seconded by Mr. Eldridge. A vote was taken and passed.

Executive Session

A motion was made by Mr. Eldridge to go into Executive Session. The motion was seconded by Mr. McNeish. Each Trustee was polled, and the Trustees went into Executive Session.

A motion was made by Mr. Eldridge to come out of Executive Session. The motion was seconded by Mrs. Brothers. The Trustees were polled, and they came out of Executive Session.

A motion was made to seal the minutes for 20 years by Mrs. Butler and seconded by Mr. Eldridge.

Adjournment

A motion was made by Mr. Eldridge to adjourn the meeting. The motion was seconded by Mr. McNeish. A vote was taken and passed.

Next meeting: January 17, 2012 at 6:00PM at the Community Center.

Maribeth McEwan

Secretary, Meredith Public Library Board of Trustees