

Meredith Public Library Trustee Meeting
April 12, 2011

The meeting was called to order at 6:03 PM

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

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

I. Holly Raus came in with her therapy dog Ben, to introduce him to us. She has already given one program and will give another program about the use of therapy dogs in the community.

II. Secretary's Report: Duncan made a motion to accept the minutes as written. Rhetta seconded, and the motion was passed unanimously.

III. Treasurer's Report: Duncan explained the reports of various accounts.

IV. Library Director's Report:

a. Erin thanked us for allowing her to attend the Genealogy conference. She said it was very informative.

b. Alarm Update: 123 Lock will be checking all alarm systems in the Library, most especially the panic alarms.

c. Email Update: TLC has been able to fix the email problems that they Library was experiencing.

d. National Health Care Decision Day: Golden View Healthcare Center will be sponsoring this. A Notary will be on premises to notarize and documents necessary.

e. Program Report: Of the two programs we have had the first on the potato famine saw over 40 attendees joining us. The second, Mrs. Franklin D. Roosevelt had 65 people at the show. Deb Reynolds will be presenting a program on the role of women in politics, and Jessie has returned and will be getting her programs back into full swing.

f. Both Karen and Jessie will be going to the NHLA Conference. Several Trustees and members of the Friends Group will be attending the NHLTA.

g. A policy on the wearing of flip flops by Staff members while working in the library was gone over and after discussion, this new policy was adopted.

“Flip Flop footwear will not to be worn by Staff members of the Meredith Public Library”

The motion was made by Duncan and Seconded by Ann and passed unanimously.

- h.** CPR Classes: The Town will be providing classes down at the Community Center sometime in late April or early May, Erin would like the Staff to be trained. We asked her to ascertain if we could have a session for training here at the Library. She will get back to us.
- i.** Staff Appreciation Day is June 8th. A motion was made by Laurie to allow the Staff to attend this event. It was seconded by Duncan and passed unanimously.
- j.** Assembly Permits: Fire Chief Jones and Bill Edney will be inspecting the Library for capacity and safety permits. Codes have changed and so this must be done and their findings posted.
- k.** Fire Extinguishers: They must be checked monthly.
- l.** The light in the hallway: Has finally been fixed, thanks to Duncan. We are still working out the light problem in the area near the church.

V. Old Business:

- a.** Costume Room: Ann believes it would be best to either sell or get rid of the costumes. The space could be better utilized for the Friend’s online book sales. The Board discussed this for a while and determined to see if the costumes could be stored in a more efficient way.
- b.** Trustee Goals for 2011: The Trustees addressed the evaluations that we gave our group. We decided to take a section of the report each month, so that we could address how the Trustees can do their jobs more efficiently and meet the needs of the Library in the best way. Our first decision on this was to establish a calendar for Trustee events which would spell out events over the course of the year.

VI. New Business:

- a.** Laurie presented the information on the Library Art Show. It will be held on May 19th from 5-7 PM. Laurie asked for money for prizes for the children. She asked for \$600.00 for prize money and \$300.00 for money to be spent on refreshments. Duncan made a motion to pass this, and Colleen seconded it, and the motion was passed unanimously. She also encouraged everyone to attend.
- b.** Laurie reported that there are several larger places in the stone work on the older sides of the Library that need to be repointed. She suggested that Paul might be able to get an estimate from the Stone Mason we used last year to present to the Town’s

CIP Committee, as this will be a big job. Also there are painting problems where the sashes near Jessie's office have been damaged over the winter.

- c. Hopefully we will have the basics of a working calendar together for the Trustees by the next meeting.

At 7:26 a motion was made by Ann to adjourn the meeting and seconded by Duncan, the vote passed unanimously and the meeting was adjourned.

The next regularly scheduled meeting for the Meredith Library Board of Trustees is May 10th 2011 at 6:00 PM.

Respectfully submitted,

Maribeth McEwan
Secretary, Meredith Library Board of Trustees