

Meredith Public Library – Board of Trustees

DRAFT

Minutes of the Board of Trustees Meeting – September 9, 2008

Trustees present: Laurie Brothers, Vickie Carty, Rhetta Colon, Dell Clough, Paul Eldridge, Duncan McNeish, Jay Tivnan

Others present: Erin Apostolos, Director; Judy Hodges, Assistant Director

Paul Eldridge called the meeting to order at 7:07 p.m.

Secretary's Report:

The minutes of the August 12, 2008 meeting were approved unanimously on a motion by Laurie and seconded by Duncan.

Treasurer's Report:

Duncan distributed the report. He also noted that the Financial Investment Committee acted on and accepted an investment opportunity from RBC Dain Raucher Wealth Management---the purchase of AAA GE Cap Corp bonds, maturing September 20, 2013. He gave an update on purchase order spending, the furnace and thermostat issues. He stated that the Finance Committee will be working on the budget and a special board meeting may be convened in the near future to go over line items.

Director's Report:

- Erin will look into venue/ menu costs for an end of the year staff appreciation dinner. Paul moved that a cap of no more than \$750.00 be placed on the event; Duncan seconded the motion. The motion passed. Laurie and Dell abstained.
- Erin will contact Department of Public Works Director Mike Faller about requesting **FIRE LANE – NO PARKING** printed designations in the library parking lot pavement next to and behind the library. Judy suggested that cones be placed to indicate no parking on the edge of the driveway. The board will review this safety concern at the October 14th meeting.
- Paul and Erin will meet with the Governor's Compliance Committee in Concord on September 16, 2008, to explain the logistics for a variance for the installation of a new chair lift. Michael Doyle of Garaventa USA will also attend the meeting. Erin passed out a copy of her upcoming power point presentation to the compliance committee and explained it to the board.
- The Long Range Plan discussion was tabled until October's meeting.

- Erin received a quote on clock repair for \$2900.00 and yearly maintenance from Peter Rioux.
In addition to the clock repair, other major budgetary concerns are the chair lift, library operation/ maintenance, and library personnel.
- Erin received a request to post a sign for the Page Pond Project on the library's front lawn. After discussion, Laurie made a motion to do so; Jay seconded it. It was defeated. Rhetta made an amendment that we allow pamphlets about the project to be posted inside the library. Vickie seconded the amended motion which carried unanimously. Duncan suggested that we develop a policy to deal with requests such as this on an individual basis.
- Erin notified the board that five of the staff would attend NE Library Association Conference in Manchester. Duncan moved that monies of \$50 per person for a total of \$250.00 be provided for this. Laurie seconded the motion which passed.

Old Business:

Rhetta presented the by-laws that she and Dell had revised. The board went through the by-laws line by line and will vote on the final product at the October meeting.

Vickie sent a letter with enclosures to the NH Library Trustees Newsletter staff, which had requested news of events in libraries statewide. The enclosures outlined the success of the children's and young adult summer reading programs as well as their upcoming October and November happenings.

New Business:

Paul received a quote for the roof repairs and removal of the skylight.

Duncan will check on the status of the windows and get a price before winter.

The meeting was adjourned at 9:20 p.m. on a motion by Paul and seconded by Duncan.

The next scheduled meeting will be Tuesday, October 14, 2008 at 7:00 p.m. at the Meredith Public Library.

Respectfully submitted,

Victoria A. Carty, Secretary
Meredith Public Library Board of Trustees

