

## Meredith Public Library – Board of Trustees

### DRAFT

Minutes of the Board of Trustees Meeting – October 14, 2008

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

Others present: Erin Apostolos, Director; Judy Hodges, Assistant Director; Dannielle Scott, President of Friends of the Meredith Public Library

Rhetta Colon called the meeting to order at 7:02 p.m.

#### Secretary's Report:

Duncan made a motion to approve the report as presented. Dell made a motion to amend; Jay seconded the motion. The motion to amend carried 4 to 2. Dell made a motion that any monetary amounts provided within the framework of a motion be so noted in the minutes. Rhetta seconded the motion. After discussion, the motion carried with four *ayes*, one *nay*, and one *abstention*. The minutes were approved as amended.

#### Treasurer's Report:

Duncan distributed the report and discussion followed. Most of the balance on hand in the General Fund is earmarked for window refurbishment in the old part of the library.

#### Director's Report:

- Erin introduced Danielle Scott, President of Friends of the Meredith Library, who gave an overview of the organization's board of directors, membership numbers, and completed/ anticipated programs. Rhetta offered her suggestions for program and funding sources. The Friends will hold a coffee at the library, October 21 in celebration of National Friends of the Libraries Week – October 19-25, 2008.
- Town employees are organizing to unionize. Several unions have been approached. Acting Town Managers Brenda Vittner and John Edgar will hold a meeting with all departments. Library employees may or may not be affected.
- Library employees will be part of whatever the town decides regarding any end of the year celebration for town employees.
- On September 16, 2008, the Governor's Compliance Committee in Concord sent us "back to the drawing board" regarding a variance for the installation of a chair lift. Since then, Paul has removed plaster from the area under consideration exposing the beam, sill and rafters. Pictures have been taken and will be presented to the committee in Concord on October 21, 2008. Paul, Erin and Garaventa USA representative Michael Doyle will again be in attendance.

- Painted *Fire Lane* designations in the parking lot were discussed. Some of the painting is to begin this week. Duncan sketched a proposal for placement of the lines on the lot's surface and reiterated the need for posted signs on the building as well. Erin will approach the Meredith Fire Chief Ken Jones for suggestions as to placement of both lines and signs.
- Paul reported that Gerard A. Leone has given us a quote on roof repair work, which will begin in the spring. It involves removal of a skylight and then using a copper underlay before installing slate on top.
- Rhetta suggested that we look into other avenues for funding our projects, such as grants and contributions from banks (Meredith Village Savings Bank, Citizen Bank and Laconia Savings Bank). She and Erin will pursue this idea.
- Duncan reported that Stark is unable to do the window repair work. Portland Glass has indicated that they can refurbish the windows and keep the character of the building intact. Erin will set up an appointment with them.
- Erin will provide for an accessible area in which to permanently store past and present minutes of the Library Board of Trustees.
- We received a \$500.00 donation stipulating "purchase of books only" from Paul Wiener. Erin will submit the bill to the treasurer.
- Some changes and suggestions were made to the Meredith Public Library Long Range Plan. These will be discussed at the November meeting.

#### Old Business:

Rhetta presented the By-Laws, Revision #5. The By-Laws will be approved at the November meeting.

Duncan proposed a Library Capital Improvements list (i.e. chair lift, roof, windows, audio, outside lighting, air-conditioning, parking signs, painting, clock, furnace). This list will facilitate a dialogue with the town select board about the library's needs.

New Business:

SB377 was tabled until the November meeting.

Erin proposed that a time limit be placed on issues under discussion in the agenda - a limit similar to the one Paul and she observed while attending the Governor's Compliance Committee in Concord.

The meeting was adjourned at 8:47 p.m.

**The next scheduled meeting will be Tuesday, November 18, 2008 at 4:30 p.m. at the Meredith Public Library.**

Respectfully submitted,

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

