

## **Meredith Public Library – Board of Trustees**

Minutes of the Board of Trustees Meeting – Tuesday, October 13, 2009

Trustees present: Laurie Brothers, Ann Butler, Vickie Carty, Rhetta Colon, Paul Eldridge, Duncan McNeish

Others present: Erin Apostolos, Director; Judy Hodges, Assistant Director; Phil Warren, Meredith Town Manager; Robert Davis, Maribeth McEwan, Mary Williams

Chair Paul called the meeting to order at 6:05 p.m.

Potential candidates for the position of library trustee vacated by Delphine Clough were announced. Those applying for the position are Robert Davis, Maribeth McEwan, Cara Sedgely and Mary Williams.

The Library Board and staff welcomed Town Manager Phil Warren. A question/ answer session followed.

### Secretary's Report:

Duncan moved that the September 2009 minutes be approved as corrected; Laurie seconded the motion, which passed unanimously. The 2:00 p.m. library closing time for Christmas Eve was in error. The library will close at noon on Christmas Eve.

### Treasurer's Report:

Duncan explained expenditures and announced that the value of the investment portfolio was showing an upward trend.

### Library Director's Report:

#### **Letter from Patron**

Erin reported that summer visitors enjoyed the services MPL provided and that several donations for library projects had been received.

#### **The Lakes Region Reads**

Meredith Public Library will partner with the Scrooge/ Marley Coop to involve the community and schools in The Lakes Region Reads endeavor in the fall of 2010.

#### **Group Purchase On-Line Language Program**

If we purchase "Mango" in conjunction with the Scrooge/ Marley Coop, our share will be \$200.00 per year.

**MVSB Grant**

Monies from this grant will be used to engage a speaker for The Lakes Region Reads and to purchase 500 copies of *The Guernsey Literary and Potato Peel Pie Society: A Novel* by Mary Ann Shaffer and Annie Barrows. The library will apply for more grant assistance in the spring.

**H1N1 Policy**

The library will display posters about health precautions regarding influenza as well as provide hand sanitizers for patrons and staff.

**2010 Budget**

Erin has not received forms for the 2010 budget which is “zero” level-funded. As regards COLA and step increases, nothing has been decided as yet. Erin and Duncan met with Brenda Vittner about the \$12,000.00 error, which hopefully can be addressed using encumbered funds.

**Jessie’s Next Course**

Duncan moved that we provide \$1, 372.00 for Jessie’s upcoming course in Cataloging and Classification. Ann seconded the motion. Vote was unanimously in favor.

Old Business:**Repointing**

Paul will obtain bids and present them at the November meeting.

**Staff Education Reimbursement Policy Draft**

Erin will e-mail trustees a revised draft of the policy before the November meeting.

**Chair Lift Update**

Erin suggested that we purchase the \$1,300.00, two-year maintenance agreement for the chair lift.

**Roof Update**

Paul is working with architect Chris Williams for a solution to the leaking vent pipe.

**Window Update**

Erin expects that all windows will be installed before winter. Laurie moved that we approve \$700.00 for basement windows that were not included in the original budget; Ann seconded the motion. Vote was unanimously in favor.

**Carpentry Update**

\$150.00 for additional carpentry work is needed. Ann moved that we approve the amount of \$150.00, which Duncan seconded. The motion passed unanimously.

**\$12,000 for Materials Purchases**

Erin informed the board that we will need \$12,000.00 above-budget from mid-November until after Town Meeting in March. This item was tabled.

**RSA 202**

Board members will study the import of RSA202 regarding acceptance of non-monetary gifts and provide input at the next meeting.

**Meeting with Lawyer – Paul Eldridge**

At 7:33 p.m., the trustees moved into executive session for discussion of this agenda item.

New Business:**Candidate for Vacant Seat on Library Board of Trustees**

At 8:02, the trustees finished discussion of Paul's meeting with legal counsel and commenced discussion of candidate selection to fill the seat vacated by the resignation of Delphine Clough on September 8, 2009. Executive session ended at 8:10 p.m. Ann moved that the minutes of executive session be sealed through April 2010; Duncan seconded the motion. Vote was unanimously in favor.

**Time Change for Trustee Meetings**

Vickie suggested that the trustees meet at 4:30 p.m. during the winter months. This item was tabled until a new trustee is appointed to fill the vacancy on the board.

**NH State Library Association Workshops**

Rhetta informed the board of upcoming workshops for library trustees.

Chair Paul adjourned the meeting at 8:10 p.m.

**The next regularly scheduled meeting will be held Tuesday, November 10, 2009 at the Meredith Public Library at 6:00 p.m.**

Respectfully submitted,

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