

**COOK MEMORIAL LIBRARY
MINUTES, BOARD OF TRUSTEES MEETING, JULY 12, 2010**

Present: Trustees Denise Boewe, Lloyd Hadden, Andrea Kennett, Sharon Malenfant, Ann McGarity and Nancy Sheridan, (Absent: Peter Case); Library Director Jay Rancourt; Tamworth Selectman Willy Farnum; Public: none.

NEXT MEETING: Monday, August 9, 2010; 6 PM at the Library

Call to order: SM convened the meeting at 6:03 pm.

Approval of Draft Minutes from June 14, 2010 meeting:

NS made a motion to accept the minutes as submitted; DB seconded; unanimously approved.

Treasurer's report:

JR presented the Treasurer's Reports.

The following adjustments were requested:

\$250 was expensed to regular programs expense line item; needs to be expensed to special programs with grants; change the expense account title Furnace Inspection to Furnace Service under Maintenance. The Treasurer's Report was accepted for filing.

DB presented unanticipated funds below;

Unanticipated funds vote:

\$ 25	Friends donation for Remick Museum Pass
\$ 11	Unrestricted donations
\$ 30	Copy machine
\$ 15	<u>Library Sales</u>

\$ 81 TOTAL

DB moved to accept the funds, LH seconded; unanimously approved.

Old Business:

1. Contact from new Village Store abutter – JR spoke with abutters and it is unlikely anything will begin this summer. LH spoke with The Other Store owner about the boundary lines and it is believed that there are some discrepancies in these boundary lines. The CML has been surveyed twice in recent years. LH will contact the Village Store owners to discuss boundary lines.
2. Tamworth Foundation conference line – The Tamworth Foundation was notified of the Board's decision. JR is waiting to hear back from the Tamworth Foundation.
3. Nomination of CML Friends for NHLTA Award – Proposal has been sent and decisions should be made and announced by the end of September 2010.
4. Disaster Plan Annual Update –
 - a. Fire Chief Richard Colcord did the yearly inspection and JR is awaiting his report. Once received, JR will report back to the BOT.
 - b. JR and LH will meet with prospective security companies as the current company has been sold.

Correspondence:

none

Library Director's Report:

1. Health Insurance coverage - JR presented to the BOT a request to have the second person on the Library Director's health insurance policy to be paid at 80% of the premium. It has come to her attention that the town pays 80% for the second person in a town employee's family. NS moves that we use any excess in the line item Health Insurance and apply that excess to cover the second person on the Library Director's Health Insurance Policy for the remainder of the current budget year. LH seconded; unanimously approved.
2. Summer – Staffing and library usage - Library usage is down. Staffing is going fine.

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3. A Tamworth resident has proposed a donation of three watercolors by Herb Damon. JR will investigate further the terms and report back to the BOT.
4. Barbara Fromm Memorial Fund to support the arts at CML - To date, \$1100.00 has been received for this Gift fund. Mrs. Cook also generously donated three more Willey Fromm paintings to CML.
5. JR will be attending the Town of Tamworth's mandatory Primex insurance meeting for employees on Monday, July 19th
6. USDA Rural Development Grant – Update – JR reported that this Grant is not applicable.
7. Possible purchase of outdoor furniture – JR requested board approval to purchase two Adirondack chairs for patron usage on the front lawn; to be painted in bright colors. Equipment budget expend up to \$200 for outdoor furniture – LH made a motion to buy two Adirondack chairs and paint, using funds from the Equipment Line item not to exceed two hundred dollars (\$200.00), NS seconded. DB amended the motion to buy three chairs instead of two. AK seconded; unanimously passed.
8. JR presented information on the possible collaboration of Carroll County Libraries Vista Volunteers . The sponsor(s) of the VISTA member would only have to pay to reimburse the Vista volunteer for any work-related travel between the libraries; about one hundred dollars (\$100.00) per each participating library for mileage for the year. The VISTA program is a domestic version of the Peace Corp. with a term of one year. Participants are funded by VISTA. VISTA volunteers offer services from fund raising work with staff, creating staff training work on websites, and will leave a system in place that the library can continue. VISTA volunteers cannot work with patrons.

Committee reports:

Long Range Planning (SM): The Long Range Plan is will be presented at the next meeting. JR is implementing one phase in her website blog posting this week on how books are chosen for the collection.

Building & Grounds (LH): There are some bricks and cement blocks in need repair. LH will follow up.

Technology (LH): One computer is left to be purchased for the current fiscal year.

Policy (NS): The Policy Committee will meet in August 2010.

Friends (AM): The Friends are busy in compiling the annual appeal letters.

New Business:

1. Fourth of July Float/Parade – Many thanks to Amy Carter and CML for an awesome 4th of July Float. It won 1st place in Civic Floats this year.
2. WF reported that there is a watering ban currently in place in the village. I new well is being drilled and water customers will be notified when ban is lifted.

Public Comment: WF announced that The Capital Improvement Plan Committee will be sending a letter for CML capital improvements projections for the next six years. It was recommended that furnace replacement costs as one item to add to the list. The Capital Improvement Plan Committee plans to meet with the BOT.

Adjournment: LH made a motion to adjourn the meeting, AK seconded; unanimously passed. Meeting adjourned at 7:52 pm.

Respectfully submitted,
Denise M. Boewe, Recording Secretary

**Next meeting: Monday, August 9, 2010 at 6 PM at the Library.
At this meeting, a vote will be taken to accept new unanticipated funds.
All Board of Trustees meetings are open to the public.**