

COOK MEMORIAL LIBRARY
MINUTES, BOARD OF TRUSTEES MEETING, January 11, 2010

Present: Trustees Denise Boewe, Peter Case, Lloyd Hadden, Sharon Malenfant Nancy Sheridan,. Absent: Ann McGarity; Library Director Jay Rancourt; Public: Tamworth Selectman Tom Abugelis, Sarah Tatarczuk

NEXT MEETING: Monday, February 8, 2010; 6 PM at the Library

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

Approval of Draft Minutes from December 14, 2009 meeting:

Minutes amended to reflect the following:

PC moved to include the vote for the recommendation to appoint of ST to the CML Board of Trustees to fill out the remaining term of a Trustee vacancy, term to end in 2010, to the Tamworth Board of Selectmen. NS seconded; unanimously approved. LH requested that the minutes be amended to reflect JB is Jason Bergen. LH requested that full names and not initials be included in the minutes.

LH made a motion to accept the minutes as amended; PC seconded; unanimously approved.

Treasurer's report:

PC presented the December 2009 Treasurer Reports. JR provided year-end information of the budget with questions for the accountant. PC and JR will meet with the accountant on Tuesday, January 12, 2010 to go over the accounts and yearend.

JR related that she is having difficulty with access in the Quickbooks Pro software. PC and JR will consult with the accountant at the above stated meeting to address this issue.

PC presented unanticipated funds below; PC moved to accept the funds as amended, DB seconded; unanimously approved:

Unanticipated funds for December 2009

\$ 1031.00 Unrestricted Donations - Miriam L. Appleby
\$ 790.00 Restricted Donation - Katherine Whittemore
\$ 200.00 Memorial Donations - Stanley Trask
\$ 27.15 Copy Machine
\$ 57.00 Library Sales
\$ 10.00 Lost Books
\$ 2115.15 Total

Old Business:

1. Potluck Holiday Party

SM thanked the Board of Trustees for a job well done at the annual Holiday Party. The party was a huge success and enjoyed by all.

Library Director Health Insurance Coverage

Tamworth Board of Selectmen have changed the health insurance guidelines of employees eligible for coverage under the town's group plan to employees working 35 hours or more per week. JR and SM will meet with the Tamworth Board of Selectmen on Thursday, January 14, 2010 at 5:30 pm to address this issue. LH made a motion that the library director's compensation packet for 25 hours of work per week includes health insurance coverage for the employee. PC seconded; unanimously approved.

Correspondence

Patty Rau sent a thank you to the CML Board of Trustees for remembering the staff at Christmas.

Library Director's Report:

1. Upcoming Library Events

February 2010 - Voices of the World's Women: Book Discussion Series;;
Tim Muskat climbing slide show and talk;
Ned Beecher, Chris Clyne and Stefan Gaschott present Bird Banding.
March 2010 - Voices of the World's Women: Book Discussion Series.

2. Staff Updates

-The Children's Summer Reading Program is in the process of becoming affiliated with the National Summer Reading Program.
-The websites at Facebook and Twitter are reporting an increasing number of hits as staff monitor and update library programming as well as various tidbits of interesting information.

3. Monitoring of the Basement Level

-The basement level rooms are used frequently for studying; meetings; and research as reflected in the records kept by staff. Monitoring of the basement level has been successful and will continue with no change in monitoring system.

4. Library Website

- JR is working on the website. SM recommends that the tech committee be involved in the revamping of the website.
-JR would like to work with existing; just revamping what we have.
- Board suggestions/comments on the website:

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Facebook is successful and is increasing interest in the library;
Patrons are interested in Popular Local Interests section; Artist of the Month; New Books Cart
The posts with pictures on the website are popular.

5. Library Statistics

JR presented the circulation report statistics. JR noted that usage was up last month. JR pointed out that usage increases equals increase in expenses.

The statistics for downloadable audios are: 490 checkouts , January 2009 through October 2009 with 46 in the month of October 2009.

Committee reports:

Long Range Planning (SM):

LRP committee has been formed. Members are Trustees, DB, LH, SM; Staff JR and AC; Community Members Margaret Riesner, Donna Polhamus, Donna Whipple, Linda Jones, Leanne Prentice; Juno Lamb; Chris Canfield and one TBOS representative. Meetings are scheduled for the following dates: Thursday January 21, 2010; Thursday February 25, 2010 and March 25, 2010. All meeting times are 6:00 p.m. - 7:30 p.m.

Building & Grounds (LH):

--None

Technology (LH):

--JR reported that one refurbished computer is not working properly and they will be ordering a new one as budgeted.

Policy (NS):

- The Policy Committee will be meeting on January 19, 2010.

Friends (AM):

The Friends will meet in January 13, 2010.

Personnel (DB)

--None

Finance

--None

New Business:

-The deadline for submission to the 2009 Town of Tamworth Annual Report is January 22, 2010.

-Three Trustee terms expire in 2010. Trustees LH, SM and vacant seat (ST is the recommended appointee) terms will expire.

Public Comment:

Tom Abugelis, Tamworth Board of Selectmen

-The TBOS wish to meet with SM and JR on Thursday, January 14, 2010 at 5:30 p.m. in reference to the change in Health Insurance eligibility.

As Town Representative, TA wishes to convey a wish to build bridges, and continue to enhance communication.

-Pending a letter or copy of the CML Board of Trustees minutes reflecting a vote to recommend appointment of ST to the vacancy on the CML Board of Trustees; the TBOS will vote on the appointment at the Thursday, January 14, 2010 TBOS meeting.

TA encouraged CML Trustees to attend the Public Hearing.

PC presented information on NH RSA 202-A:11,V.

Adjournment: LH made a motion to adjourn the meeting at 7:45pm; NS seconded; unanimously approved.

Respectfully submitted,

Denise M. Boewe, Acting Recording Secretary

<p>Next meeting: Monday, February 8, 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.</p>
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