

COOK MEMORIAL LIBRARY
MINUTES, BOARD OF TRUSTEES MEETING NOVEMBER 8, 2010

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

NEXT MEETING: Monday, December 13, 2010; 6:00 PM at the Library

Call to order: SM convened the meeting at 6:05 pm.

Approval of Draft Minutes of October 4, 2010 meeting: Amended to read that the approval of draft minutes for the September 13, 2010; DB made a motion to accept the minutes as amended; LH seconded; Motion passed unanimously.

Treasurer's Report –

October 2010 Financial Report tabled for next month.

Unanticipated funds vote this month:

\$15.00	Unrestricted donations
\$63.60	Copy machine
\$30.00	Library Sales
\$10.00	Lost Books
<u>\$25.00</u>	<u>Reimbursement</u>
\$143.60	Total

DB made a motion to accept the unanticipated funds; AK seconded; Motion passed unanimously.

Old Business

1. Meeting with Selectmen re 2011 Budget – The budget meeting is scheduled for Monday, November 22, 2010 at 9:30 am with the BOS. DB, SM, and JR will be attending.
2. Capital Improvement Plan Hearing is scheduled for Wednesday, November 10, 2010 at 7:00 pm; LH will be attending.
3. Friends of CML NHLTA Award Ceremony – On Wednesday, November 10, 2010, CML Friends Group will be honored by the New Hampshire Trustees Association. The Friends of Cook Memorial Library received the 2010 Sue Palmatier Award for Outstanding Support by a Friends of the Library Group.
4. Rainville vs Lakes Region Water - Class action suit update - This is in regards to uranium contamination in the water; staff received a form to complete if interested in participating in this suit.
5. Damon Memorial Funds for Staff Appreciation Holiday Bonus - in regards to last meeting a motion was made to provide a holiday bonus to staff at the end of the year; the motion is rendered void, as this issue pertained to restricted funds. The Damon Family is proud that the Steve Damon Family can fund a one-time bonus for all staff in the total amount of \$1642.00 through the Damon Memorial Fund.
6. Tamworth Lyceum (Village Store) - SM reported that there is a new project for the building next door, called the Tamworth Lyceum. There is a website that explains what the Lyceum is and what types of items they will be selling.
7. Small Claims update - LH reported that we now have a court/file number so we are in the system.
8. Thank yous - JR wrote thank you notes to those who helped this summer with the lawn and flowers.

E. Library Director's Report – Jay

1. Summer program report Twenty-two library events during the summer brought familiar and new faces alike.
2. New England Library Association conference report - JR shared her experiences and notes from the conference and reported that she had a successful conference. JR is setting up Newsstand EBSCO on the website for patrons.
3. New Friends' wish list items - JR presented items she will submit to the Friends as wish list items including: Flip Video; buy two for approximately one hundred and seventy-five dollars with an extra battery; Nook with a couple of books for under two hundred dollars; Open Flag for library, forty dollars; and a Wii Game and controllers.
4. Ulitz Room chairs – The Ulitz Room chairs need repair. Mr. Bussell of Dreamworks looked at chairs and gave a quote of approximately four hundred dollars for 4 chairs. DB made a motion that we spend up to four hundred dollars to Dreamworks for restoration of the four antique chairs. AK seconded. Motion passed unanimously.
5. Wiley Fromm collection - The Wiley Fromm collection is older than 5 years and able to be sold if needed. JR recommended investigating the sale of some artwork to fund

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the purchase to increase the inventory of wood cut works by Willey Fromm. We have a total collection of 20 pieces with seven to ten pieces that are wood cuts.

6. Staff update - Evaluations are done; each staff member must take one online training in the next twelve months.
7. Community outreach - PR is working on a project to provide books from the Annex to the residents of Remick Acres and talking to residents about the library and events. She is developing a Reader Advisory that they can complete so that selections can be tailored to their interests. Another suggestion to increase outreach is to bring newsletters to Seniors meals at the townhouse on Mondays.
8. Annex issues/donations and storage - BOT recommended JR discuss concerns with the Friends at the next Friends meeting.
9. Bank fees and late fines - The bill paying process is not working well as there have been late fines and bank fees accumulating. BOT recommended JR meet with the accountant for recommendations.
10. Information on "Gathering Clouds" painting From the 1929 Town Report:

Tamworth Library was presented with a beautiful painting, "Gathering Clouds" on Mount Washington and Jefferson, painted by Henry Webster Rice of Boston. Presented by Hon. Augustus Hemenway of Boston. The Trustees wish to thank Mr. Hemenway for this generous gift. Charles A. Wiggin, Secretary

F. Committee Reports:

1. Long-Range Planning – Final version of 2010 Long Range Plan for adoption SM reviewed the final version of the 2010 Long Range Plan. SM moved to adopt the Long Range Plan 2010. DB seconded. SM did an impressive job covering all concerns and has presented an awesome plan. Motion passed unanimously. JR will post on website and JR will make copies for selectmen at the budget meeting, send to committee members and put a copy in the library.
2. Personnel – DB tabled until next month. Has received most evaluations and the committee will meet in November and present in December.
3. Building & Grounds – LH reported that the leak in the basement annex has stopped and once completely dry a waterproofing material will be applied. Water is not going into the drywell and is causing flooding. LH recommends installing a gutter and spouts to route water to drywell spring 2011.
 2. A patron suggested to assist with parking to paint top of curb blue for handicapped parking and white stripes for angle parking. LH will investigate.
4. Technology – LH none
5. Friends – Ann none
6. Policy – NS will review art donation/loan policy.

G. New Business

1. Holiday Party - Wednesday, Dec 8, 2010 the annual holiday party will be held at 6:00 pm with a potluck dinner. Andy Davis will be on hand for storytelling. JR will post information on the website and via other announcements. AM will write in the Tamworth town news.

H. Public Comment - WF announced that on December 13, 2010 there is an all day training on Health, Safety, First Aid, etc. for town employees.

I. Adjournment LH made a motion to adjourn the meeting, AK seconded; motion passed unanimously Meeting adjourned at 7:51 pm.

Respectfully submitted,

Denise M. Boewe, Recording Secretary

<p>Next meeting: Monday, December 13, 2010 at 7:00 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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