

COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING
Draft MINUTES FOR November 14, 2016 – 6:00 PM @ LIBRARY

Call to order: The meeting was called to order at 5:59 pm.

Present: Anne Chant, Robin Gordon, Allie Thompson, Cheryl Power, Skip Nason, Linda Bittner, Sharon Nothnagle, Mary Cronin. Absent – Steve Gray. Sue Colten, Friends of CML, is in attendance also.

A motion to approve Draft Minutes of October 3, 2016 was made by Allie . Seconded by Sharon.
APPROVED

A motion to approve minutes from October 24, 2016 budget work session was made by Skip .
Seconded by Allie. APPROVED

Treasurer’s Report:

October 2016 Financial Report – Allie asked Mary to address the library sales. This is due to the art exhibit booklet that the friends paid for. The financial report was
APPROVED

Unanticipated funds in October	
Conscience jar donations	19.00
Copier/Fax fees	97.00
<u>Lost item fee</u>	<u>28.95</u>
Total unanticipated	\$144.95

A motion to approve the unanticipated funds was made by Linda. Seconded by Robin.
APPROVED

Correspondence was received from the NH Public Deposit Investment Pool Annual Report. \$122.77.

A memo was received from the Town Office. Budget reviews with Selectmen have been scheduled for Monday December 5 at 1:45 pm.

Old Business:

Staff appreciation event, November 17, 2016. The event is moving forward. So far there are twenty people attending.

Library Director’s Report:

Programs: Adult programs in October included book group, writers’ group, and presentations by local author Louise Taylor and mountain rescue expert Bill Kane. Lego Club is gaining members. Amy heard from storytime parents that they are looking for kids’ yoga classes in Tamworth.

Friends of Cook Memorial Library have agreed to fund three sessions of kids’ yoga in the next year, in addition to the other programming support they already approved at their annual meeting.

Holiday Open House and Potluck will be held on Tuesday, December 13 beginning at 6:00 pm. K.A. Brett School Chorus and Potluck Singers will entertain.

Outreach & Collaboration: Peggy has been working to compile “What brought you to Tamworth?” stories for the 250th Committee to place in the time capsule to be opened in

2066. Melanie Streeter would like our library to become involved in finding a way to digitize negatives from the 1970s and 1980s by Carroll County Independent's photographer Bruce Bedford currently owned by Conway Historical Society. Many of the images are from Tamworth. Mary will work with Melanie and people from area libraries and historical societies to develop a collective plan for action. Nina will bring the Brownie Scout troop she leads to the library on Nov. 18 for a "Girls Who Code" activity led by Mary. This month, Mary is teaching a "Build a Website with Wordpress" class at OLLI (Granite State College's continuing education courses for people over 50.)

History Room: Chris is working on revisions for "If Walls Could Speak" book. Friends of Cook Memorial Library will fund printing of new edition in 2017.

Personnel: Chris attended the Children's Literature Festival on October 29. Mary and Peggy attended the NHLA conference "Teaching Tech" on November 3.

Technology: Mary has purchased new licenses for Microsoft Office as the current licenses end on November 30. If funds are available at year end, Mary would like to purchase a new laptop to replace the oldest public laptop. More people are coming for Tech Tuesday one-on-one help lately.

New Business:

Furnace replacement contract: \$7,264.00, half due before work can start. An anonymous donor has given \$3500 for the furnace. Mary reviewed the current financial status and feels that there will be enough money to pay for the remainder of the furnace cost. Warrant Article for roof replacement: amount to request based on two quotes, one was for \$65,500, the other one was for \$109,330. The most recent CIP report has \$72,000 for the project.

Committee Reports:

Friends of CML: Board meeting was held November 8. Mary's wish list was completely approved. The book sales have increased yearly. Marge Clothier would love some help categorizing and sorting the books. They are looking to add a new outlet in the Annex. The Annual Membership drive made about \$2000. Cabin Fever is March 4.

Building & Grounds: New air conditioner covers have been installed. Elevator inspection was done Nov. 9. Fire extinguishers are inspected and recharged. Mary contacted Fire Chief to ask that permit for assembly be updated. Carpet cleaning will be scheduled.

Personnel: Library Director's annual review is complete; committee met with Mary before today's meeting. Mary had a good review from trustees and employees, and has supplied a list of goals for the members.

Public Comment – Marge Kendrick came in today, regarding donating some of her paintings to the library. The Board is in support of accepting this donation, and will provide a donation receipt.

Adjournment – A motion to adjourn was made by Skip at 7:03 pm. Seconded by Linda .
ADJOURNED

Next Meeting:

Monday, December 12, 2016, Cook Memorial Library—6:00 PM