

COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING
December 12, 2016 – 6:00 PM @ LIBRARY

Call to order: 6:05 PM

Present: Anne Chant, Robin Gordon, Allie Thompson, Skip Nason, Linda Bittner, Sharon Nothnagle, Sheryl Power, Mary Cronin, Steve Gray.

Approval of Draft Minutes of November 14, 2016 regular meeting: Under Correspondence the amount in the NH Public Investment pool is \$122.77. A motion to accept the draft minutes was made by Skip and seconded by Sharon and approved.

Treasurer's Report:

1. November 2016 Financial Report
2. Unanticipated funds in November

Furnace replacement donation	3500.00
Unanticipated donations	120.00
Conscience jar donations	22.00
Copier/Fax fees	114.50
<u>Lost item fee</u>	<u>33.00</u>
Total unanticipated	\$3789.50

A motion to accept the November 2016 financial report was made by Linda and seconded by Sheryl and approved. A motion to accept the unanticipated funds was made by Allie and seconded by Robin and approved.

Correspondence: A thank you from Mary for staff appreciation event. An email from David Paige was sent re: access to some online educational resources for trustees and friends groups.

Old Business:

1. Furnace replacement: completed December 9, 2016.
2. Warrant Article for Roof replacement: Warrant Articles are due to Town Office by February 7, 2016, but will be sent in January. Anne and Mary will work on warrant article and trustees will review at January meeting. Gary Gagnon took photos of roof when he was doing furnace installation.
3. Budget hearing: December 5, 2016. Anne and Mary attended. Mary thought that good questions were asked. There was some concern that if health insurance appropriation is not spent that it be returned to the town and there were also questions re: library staff raises.
4. Revised draft budget: updated with new amount for Friends' of CML funds. Also had \$500.00 donation to Susan Chiaradonna memorial fund.

F. Library Director's Report:

1. Programs: Adult programs in November included book group, presentations on U.S. Coast Guard, world travel as volunteer service by Eric Eisele, favorite hikes by Ed Parsons. Yoga for kids ages 2 to 5 began on December 2; 21 people attended on December 9 (Friends group funded this). Other children's programs included one Book Club with pizza for 11-to-13-year-olds, three story times, and two Lego Club meetings. Holiday Open House and Potluck will be held on Tuesday, December 13 beginning at 6:00 pm. Potluck Singers will entertain. Holiday Tea with Brett School Band will be held

on Dec. 21 at 2 pm.

2. Outreach & Collaboration: Amy visited K-3rd grade classrooms at Brett School in November to read the ten nominated titles and have students vote for their favorite picture book for the NH Ladybug Book Award. Local winner was “It’s Only Stanley” by Jon Agee. Mary will be promoting and seeking volunteers to help with home delivery service. Our library hosted Carroll County Library Cooperative meeting on December 6; Emily Benson from Carroll County Coalition for Public Health came to discuss how libraries and her organization can work together to share information. This will be helpful when we begin work on the library strategic plan.

G. New Business:

1. Trustees’ terms ending 2017 and recruiting candidates: Anne Chant’s and Sharon Nothnagle’s terms end in 2017. Anne thinks that she may run again and Sharon is not sure at this time. Filing period is Jan. 25 – Feb. 3, 2017.
2. A phone call from John Wheeler re: a warrant article to dissolve the Capital Reserve fund. There is currently no money in the fund. Discussion re: how money was appropriated in the past and whether it should be funded again. It was decided that further info is needed before trustees decide to dissolve the fund. CIP could give more info on this.

H. Committee Reports:

1. Friends of CML: Marge will open book sale for last-minute holiday shoppers on Dec. 21.
2. Building & Grounds: Furnace is installed. Carpets will be cleaned on Dec. 15. While installing vent for new furnace, heating contractor Gary Gagnon took photos of roof which will help support warrant article for roof replacement. Fire Chief Richard Colcord will come do annual inspection and provide updated place of assembly permit soon.

I. Public Comment: none

J. Adjournment: 7:00 PM Motion to adjourn made by Skip and seconded by Allie.

Next Meeting:

Monday, January 9, 2017, Cook Memorial Library— 6:00 PM

**Respectfully submitted,
Sheryl Power, Trustee**