

Ashland Town Library
Minutes of Library Trustees Meeting
April 27, 2017

Trustees Present: Alice Staples, David Ruell, Mardean Badger

Staff Present: Sara Weinberg, Library Director

Guests Present: Katie Maher, Tejasinha Sivalingam, PRHS Civics Student

The meeting was called to order at 3:00pm by Chair Alice Staples.

Old Business

- **Broadband** – Katie Maher gave a presentation about a broadband network that is being established to expand service to schools and municipalities, *State of NH/University of NH iBeam Broadband* and *Network New Hampshire Now*. Katie will send print materials to us. We need to explore this further and compare service levels and costs with our current access.

Approval of Minutes

- A motion was made (Staples) and seconded (Ruell) to approve the minutes of February 2, February 16 and March 24, 2017. The motion was approved unanimously, 3-0.

Director's Report

- The Science Center pass was funded through Meredith Village Savings Bank.
- Upcoming programs:
 - Library Friends Meeting, May 4
 - Seed Swap, May 20
 - Pizza and Pages, May 12 (funded through a patron donation)
 - Lisa Olech, local author
- CLiF grant through Ashland Elementary School – A draft calendar of events has been prepared. The grant includes a library program (week of October 16-20), and books valued at \$2,000.
- The last disbursement of proceeds from library trust funds was in 2006. We will pursue more information about disbursement of the trust funds and interest rates for the capital reserve funds from the Town Trustees.
- Letters detailing the poor condition of the ramp, electricity costs for Christmas lights and replacement of chairs have been sent to the Scribner Trustees.
- A summer program, “Beauty and the Beast” (Hampton Stage Company) has been scheduled. Other ideas are being investigated for summer or fall.

Treasurer's Report

- The current financial report was reviewed and signed.
- The second quarter appropriation (\$5738) has been received from the town.
- Expenses included cleaning, utilities, supplies, videos, books, subscriptions, mileage, stamps, NHLTA dues, downloadable books and website. We paid NHLA dues in December for 2017; the NHLA records differ from our information but it is being investigated.

- The library purchased a program for teens and young adults (Breakout.edu), which involves using clues to unlock coded boxes and has access to multiple additional versions that can be downloaded.

Old Business (continued)

- **Broadband** – After hearing Katie Maher’s presentation about the NH broadband project, we discussed the need to investigate what measures we can take to improve our current system. Lester Brent (AES Technology Director) and A-Bit Computers were mentioned as sources of assistance. The expense of any improved connection (including static IP’s, new equipment, etc.) will be a major concern and would have to be part of the budget process.
- **Tom Ladd report** – Binders are being put together with the report and other materials. A cover letter will be written to introduce the packet and to invite recipients to visit the library. Copies will go to the BOS, CIP, Town Administrator, Heritage Commission, and other appropriate people. The file size of the report needs to be reduced to put on the library website.
- **Library Building, Fundraising, etc.** – In addition to the Tom Ladd report that primarily discusses space needs for the library program, we also noted that the physical condition of the current building needs to be evaluated (e.g., sagging floors, loose windows, termite damage, etc.) and communicated to the public. Discussion of future building needs, condition and governance structure of the current building must involve the Board of Selectmen.
- **Security Cameras** – Due to the expense of the last quote for security cameras, we discussed reducing the system to 4 cameras and a smaller connection box, with a cost of around \$2,000-\$3,000. Sara will contact the vendor.
- **Policies** – Sara will research and bring drafts of 2 policies for our consideration – (1) unattended children and vulnerable adults, and (2) selection of speakers and programs.

New Business

- Alice will draft a letter from the Trustees supporting federal funding for libraries (IMLS), to send to the President and our congressional representatives.

Other Business

- Alice and Mardean are going to the NHLTA conference on May 23.
- Alice spoke about a recent workshop at Lamson Library on active shooters.

Next Meeting

- **May 25 (Thursday) – Library Trustees Meeting, 2:00pm, Ashland Town Library.**

The meeting was adjourned at 4:20pm.

Minutes submitted by Mardean Badger