

**Ashland Town Library
Minutes of Library Trustees Meeting
March 24, 2017**

Trustees Present: Alice Staples, David Ruell, Mardean Badger
Others Present: Sara Weinberg, Library Director

The meeting was called to order at 2:19pm by Chair Alice Staples. All members were present.

Approval of Minutes

- Approval of minutes was deferred to the next meeting.

Director's Report

- Ashland Elementary School has been awarded a *Year of the Book* grant by CLiF (Children's Literacy Foundation). Sara will be on the advisory committee for the school's program.
- Sara is still on call for jury selection (next call for selection is May 2).
- Sara has arranged staff coverage for Lisa's vacation (April 11-27), with only 2 time periods still open, April 13 and 20, 4-7pm. Both Alice and Mardean offered to assist.
- Sara is contacting Meredith Village Savings Bank for sponsorship of the Science Center pass.
- The proposed federal budget cuts (IMLS) will have impact on services provided by the State Library, e.g., the interlibrary loan program.

Treasurer's Report

- We reviewed and signed the latest library budget reports.
- Recent expenses included cleaning, utilities, supplies, books, videos, Scrooge & Marley membership, postage and printing.
- Revenues included transfer of \$660 from Donations (for postage and printing) and a patron gift (\$100) to purchase poetry books for the collection.

Tom Ladd Report

- Sara distributed binders with the Tom Ladd report and additional materials to the Trustees.
- Additional binders are being prepared for the Board of Selectmen. The CIP Committee and Heritage Commission are also considered to receive copies of the report. The report will be available online and in the library (1 reference copy and 1 for loan).

March Election Follow-Up

- We reviewed the results of the voting for the library warrant articles, i.e., failure of the bond issue and passage of the capital reserve article.
- Issues for ongoing research and discussion include the structural integrity of the current library, who has authority to purchase property (Board of Selectmen, Library Trustees) and consideration of forming a foundation.
- We will investigate methods of fundraising, costs of hiring a professional fundraiser, and names of fundraisers.

RDA Grant

- Due to the failure of the library bond issue, Sara will write a letter withdrawing our application for a grant to purchase shelving for the library.

Snow Removal

- Tim Paquette (DPW) has agreed to contact Sara following a snowstorm if the Department is unable to clear snow prior to the Library's opening.
- **A motion was made (Badger) and seconded (Staples) to purchase a Common Man gift certificate (\$50), from Patron Fees, as a thank you for Ray Mason's assistance with snow removal. The motion passed in the affirmative, 3-0.**

Pay Raises and Budget Appropriation

- We discussed granting pay raises to the Library employees after the voters turned down the proposed town budget, resulting in a default budget for 2017. Our original proposed budget included a 25¢/hour raise (\$646), which we later amended to a 50¢/hour raise.
- **A motion was made (Ruell) and seconded (Staples) to approve a 25¢/hour raise for the employees to begin April 2. The motion passed in the affirmative, 3-0.**
- **A motion was made (Badger) and seconded (Ruell) to submit a payment schedule to the BOS for the balance of the Library's appropriation for the remaining 3 quarters of the year (\$5938, \$4938, and \$4788). The motion passed in the affirmative, 3-0.** David will compose the letter to the BOS.

Scribner Trustees Communications

- The 2 upholstered chairs opposite the circulation desk are in poor repair, with torn upholstery and loose arms.
- The December electric bill was considerably higher than normal, attributable to the outdoor Christmas lights being on continually, day and night, for the whole month. The December bill was \$162.29 and the January bill was \$47.80.
- Alice will compose a letter to the Scribner Trustees indicating that we will be searching for replacement chairs and recommending that the Christmas lights be put on a timer next year.
- The Scribner Trustees have previously approved our installation of security cameras within the Library. We will review the installation estimate and may make adjustments.

Library Sign

- The support posts of the Library sign seem to be in good condition, but should be repainted and the tops protected or sealed.
- We will continue to research costs of replacing the sign.

Other Items

- Further information is needed about an initiative to bring broadband connectivity to NH towns. Katie Maher has presented information to other town entities.
- The Heritage Commission has discussed preparing an inventory of all town buildings.

Next Meeting of the Library Trustees -- April 27, 2017, at 3:00pm.

Minutes submitted by Mardean Badger