

**Ashland Town Library
Minutes
February 5, 2014**

Trustees Present: Alice Staples, David Ruell, Lynn Davis, Mardean Badger (alternate, non-voting)
Others Present: Sara Weinberg, Library Director

The meeting was called to order at 6:00 pm.

Planning Session for Open Houses at Ashland Historic School, 41 School Street
Wednesday, March 5, 5:00-7:00 pm
Saturday, March 8, 10:00 am – 1:00 pm

Signs Mardean --

- *Circulation Desk *Children's Room
- *Computer Room / Office / Study Rooms
- *Main Collection (2) – include list of varied uses/sections

Sara --

- *Directional signs *Lawn signs *Election signs

Easels

David – 1; Historical Society – 2
Check with Ashland Elementary School

Children's Room

“Willow” and information sheets; Story Time -- rug; books

Friends of the Library

Raffle; Refreshments (food, drinks, paper products); Trash bags

Helium balloons – Lynn

Name tags & plastic holders -- Mardean

Volunteers

Open Houses; Election Day

Library funds

Caution on spending library funds for electioneering
Will check with State Library/Trustees association

Brochure mailing

EDDM – about 1219 addresses; 17.5 cents each; check details re: size, thickness
Costs – Postage; Paper; Ink; Stickers
Folding

Newspapers – Laconia Daily Sun, Record Enterprise, Weirs Times, etc.

Letter from Trustees – Alice
Press Release for Open Houses – David
Article – David

**Motion by Alice Staples, second by Lynn Davis – To pay for direct mailing out of donations fund –
Passed unanimously**

Next Meeting: Our regular monthly meeting will be held on February 25, 2014, at 6:00 pm at the Ashland Town Library.

The meeting was adjourned at 7:30 pm.

Submitted by Mardean Badger