

**Ashland Town Library
Minutes of Library Trustees Meeting
August 28, 2023**

Trustees Present: Alice Staples, David Ruell, Mardean Badger, Fran Newton (alternate)
Others Present: Sara Weinberg, Director

The meeting was called to order at 5:30 PM by Alice Staples.

APPROVAL OF MINUTES

- **A motion was made (Staples) and seconded (Ruell) to approve the minutes of August 3 and August 14, 2023. The motion was approved unanimously, 3-0.**

TREASURER'S REPORT

- The treasurer updated the trustees on the status of the checking account. The current checking account balance is a little more than \$1,500 (exclusive of outstanding debits) which must last until our 4th quarter (October) receipt of the town appropriation.
 - **A motion was made (Ruell) and seconded (Staples) to allow the treasurer to borrow money from other accounts as necessary to pay expenses, with reimbursements to the accounts to be made when the 4th quarter appropriation is received from the town. The motion was approved unanimously, 3-0.**
- Other pending maintenance projects and funds were discussed.
 - Bob Inkel has presented an estimate for replacing the worn hallway and bathroom flooring: \$800 total, with \$500 for labor and \$300 for materials. He is requesting a deposit of \$300.
 - An additional bill for \$225 was received for the porch project.
 - We discussed what reimbursements we should request from the Scribner Building Trust:
 - \$1700 for the children's room painting (August 14 vote approved the project, with \$750 deposit to come from the building fund and reimbursed through the Scribner Building Trust).
 - \$800 for the replacement flooring.
 - **A motion was made (Staples) and seconded (Badger) to pay Bob Inkel \$800 for the flooring project, with the money to come from the Scribner Building Trust and with the work not to occur until the funds are received from the Scribner Building Trust. The motion was approved by a vote of 2 (Staples, Badger) to 1 (Ruell).**

OLD BUSINESS

- **Building and Maintenance**
 - PemiRiver Fuels came to the library today to look at the possibility of converting the heating system to propane. An estimate will be available next week. We discussed getting an estimate from another vendor(s), such as Squam Lakes Plumbing.

- The trustees also discussed whether any heating system proposal (oil or propane) should be for just the current building or should include capability of heating future additional space. It was agreed that proposals should be judged on similar criteria. It was also noted that it may be 2 or more years before details of building expansion are firm. In response to a question from the chair, Ward D’Elia did say that conversion of the heating system to propane could be done before any addition is built.
- Sara has called Squam Lakes Plumbing to repair and winterize the second outside faucet, and to check a very corroded radiator upstairs.
- **Donor Agreement**
 - The trustees reviewed final changes to the anonymous donor agreement.
 - **A motion was made (Ruell) and seconded (Staples) to approve the revised anonymous donor agreement and to authorize David Ruell to present the agreement to the donor and sign the agreement on behalf of the Library Trustees. The motion was approved unanimously, 3-0.**
- **Sue Longley Memorial Bench**
 - The concrete foundation for the bench has been poured. The Pond & Peak Reading Council has asked for assurance that the bench will stay with the library if the library were to move to another site.
 - **A motion was made (Ruell) and seconded (Staples) to accept the Pond & Peak Reading Council gift of the granite bench honoring Sue Longley and that the bench would stay with the library if the library were to move to another site. The motion was approved unanimously, 3-0.** The chair will write a letter to the Pond & Peak Reading Council.

NEXT MEETING

- **September 7, 2023 – Library Trustees Meeting – 5:30 PM at the Ashland Town Library.**

The meeting was adjourned at 6:12 PM.

Minutes submitted by Mardean Badger