

**Ashland Town Library
Minutes of Library Trustees Meeting
September 7, 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 28, 2023. The motion was approved unanimously, 3-0.**

DIRECTOR'S REPORT

- The September newsletter was distributed.
- The dedication of the Susan Longley memorial bench will be on September 30, at 11:00 AM.
- On September 6, Mango checked the entire security system, cleaned the smoke detectors, and installed a new fire pull bar. We then discussed an option to change our monitoring system from Stanley to Mango when the next contract renewal time comes up.

TREASURER'S REPORT

- We discussed the status of our budget for the 4th quarter of the year and the need to control and track expenses. We discussed the suggestion to have a month-by-month chart of scheduled, regular expenses (such as contract renewals, PO box, security system, subscriptions, etc.) to assist in our budget planning.
- A motion was made (Ruell) and seconded (Staples) to request \$1,990 from the Scribner building trust fund for reimbursement of the cost of replacing the front storm door and repairs to the front porch. The motion was approved unanimously, 3-0.**
- A motion was made (Ruell) and seconded (Staples) to request \$975 from the Scribner building trust fund for reimbursement of the sealing of the 2 flat roofs. The motion was approved unanimously, 3-0.**
- A motion was made (Staples) and seconded (Ruell) to move \$691.16 from the library's building fund to the operating budget for the purchase of furniture. The motion was approved unanimously.**
- Alice, Sara and David will compile the estimates and payments information for the reimbursement request from the Scribner building trust fund and will forward the packet to the Town Trustees for their September 26 meeting.

OTHER BUSINESS

- Sara is continuing to research for companies to install an ADA railing along the side walkway to the front door. She will also check with Craig. This will probably not be done until the spring.

- On October 2, Squam Lakes Plumbing will repair the outside faucet, check a corroded radiator, and discuss the possibility of converting the heating system to propane.
- We set October and November meeting dates –
 - October 5 and 19
 - November 2 and 16

NEXT MEETING

- September 21, 2023 – Library Trustees Meeting – 5:30 PM at the Ashland Town Library.

The meeting was adjourned at 6:44 PM.

Minutes submitted by Mardean Badger