

**Ashland Town Library  
Minutes of Library Trustees Meeting  
October 19, 2023**

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

The meeting was called to order at 5:30 PM by David Ruell.

David Ruell appointed alternate Fran Newton as a voting member for this meeting, due to the absence of Alice Staples.

**APPROVAL OF MINUTES**

- **A motion was made (Ruell) and seconded (Newton) to approve the minutes of October 5, 2023. The motion was approved unanimously, 3-0.**

**DIRECTOR'S REPORT**

- A pumpkin painting activity was held with 9 participants. Parents and grandparents also helped with the activity.
- Other upcoming activities include a teen movie (October 20), children's Halloween stories and games (October 25), Saturday crafting group (October 21) and a library visit by the school's Halloween parade (October 31).
- Supplies are in for the Library's Christmas Night in Ashland activity, planning for about 200 children.

**TREASURER'S REPORT**

- We reviewed expenses and income, and we approved the current financial report and reconciliation statements.
  - Recent expenses included videos, books, supplies, program supplies, utilities, post office box rental, trash removal by Bob Inkel (\$75), Squam Lakes Plumbing (\$404.77).
  - The treasurer reviewed the latest report of the funds still remaining in the wages and benefits accounts held by the town; the amount remaining will be sufficient to finish the year.
  - All spending for the rest of the year needs to be very cautious.

**OLD BUSINESS**

- **Buildings and Grounds**
  - Sara has emailed PemiRiver Fuels again for the propane conversion estimate. And the propane conversion estimate from Squam Lakes Plumbing has not been received, either.
  - We will wait on installing a railing on the basement stairs. When the railing is added, it will need to be removable to handle large items going downstairs (such as new furnace or fuel tanks).
  - The remaining shutters should be in soon and then will be installed.

- Repairs of the upstairs closet needs to be completed (sheetrock, paint, etc.) **A motion was made (Badger) and seconded (Newton) to approve Bob Inkel’s estimate of \$130 (materials \$30 and labor \$100) for finishing repairs of the upstairs closet, with the funds to come from the Building account. The motion was approved unanimously, 3-0.**
- **Architect and Planning**
  - Before we schedule a meeting with the architect to discuss library expansion, Mardean suggested that we need a meeting of the trustees and the library staff to gather ideas of what is needed and wanted in an addition.
- **Friends of the Library**
  - The “*Moose*” program will be held on October 23 and the “*Civil War Quilt*” program has been confirmed for November 16.
  - The annual meeting of the Friends will be scheduled for November.

**NEW BUSINESS**

- **Public Hearing**
  - The public hearing for the changes to the anonymous donor agreement is scheduled for November 15, 5:30 PM at the Library. The hearing needs to be posted by at least November 7. Mardean will prepare the ad for the Laconia Daily Sun, and announcements will also be on the library website, town website, post office and town hall bulletin board.
- **Accessibility**
  - We discussed a recent conversation with a resident who cannot access our library due to being confined to a wheelchair with a spinal injury. He inquired if we could obtain a library card for him to the Pease Public Library in Plymouth, which is accessible for those with disabilities.
  - **A motion was made (Badger) and seconded (Newton) to approve purchasing a \$40 library card to Pease Public Library for the handicapped Ashland resident. The motion was approved unanimously, 3-0.**

**NEXT MEETING**

- **November 2, 2023 – Library Trustees Meeting – 5:30 PM at the Ashland Town Library.**

The meeting was adjourned at 6:08 PM.

*Minutes submitted by Mardean Badger*