

**Philbrick James Library**  
**Meeting of the Board of Trustees**  
**August 1, 2011**

Present:

Trustees: J. Bilodeau, C Carr, E. Hazen, C. Libis, G. Doane, D. Jones  
Librarian: Evelyn DeCota

Commenced: 7:04 pm

Public Comment: None

Secretary's Report: Accepted

Treasurer's Report: Checking \$41,002.22; Savings \$35,488.04

Librarian's Report:

A brief overview of library services was made for the town Welcome Packet.

Correspondence:

Audit letter from 2010 requested a reconciliation of the financial report to the cash balance per the bank. Claudia will handle the changes needed.

Technology:

J. Bilodeau made a motion that the Trustees pay the \$175 additional cost for downloadable services. Seconded by E. Hazen. Motion passed.

Note: There has been a considerable increase in the use of these services.

Programs:

Star Party informational session for the telescope donated by Mal Cameron will be held August 10 at 8:30 pm at the library. (Rain date 8/11) New Hampshire Astrological Society will attend this event which has been advertised in the Forum, the town website, and on library posters.

Grand Celebration for the end of Summer Reading will be August 17 at 6:30-7:30 pm in the library. Ice cream sundaes for all attendees!

Veasey Park read aloud program attendance has been lower than previous years. Four sessions so far; average attendance 18.

Repairs:

Water heater was replaced, fortunately under warranty. Paid for installation only.

Note: water lines need to be flushed; Contact Mike Driscoll. Chris Carr will help if needed.

Mike Driscoll painted the flagpole and replaced the rope. Contact John Regan and/or Jim Sullivan for replacement flag.

Poland Spring Water Cooler was replaced as well.

Old Business:

Budget: Claudia confirmed new numbers; Evelyn will submit to Board 8/2/11

Shades: Dee contacted Lowe's and Home Depot for estimates; Lowe's was lower for the same Bali shades (on sale 15% off). With the Bali sample book, we decided on colors. Evelyn will contact Lowe's for a measurement appointment. Total cost: \$1,934.60 for 14 shades. Cost including installation and measurement: \$2,017.60.

Art Display: Eve Hazen

An eight week time period will be initiated, the last week being a time to transition from one presentation to the next. September/ October: Paintings of Irene Shores (hung by her daughter Kris); November/December: works of Tracey Bradley.

Handicap ramp/retaining wall

A possible warrant article for this project was discussed. Greg Doane will get estimates for four separate projects (all related): retaining wall, handicap ramp, sidewalk from parking lot to front of library, front granite steps.

Note: The town is taking a survey of all town buildings in order to establish a Maintenance Plan. The library will most likely be last, but it is also in the best shape according to Leslie Boswak.

Plaques

The Women's Relief Fund sent a letter thanking us for the chairs and tables. They also forwarded fine, informative plaques for the chair, altar, and flag staff and stand. Joan will contact them for an appropriate time period flag for the flagpole they left for inside the library.

New Business:

Cuts to the state budget have adversely affected the van service crucial to maintaining the library inter-library loan service. A petition addressing this issue will be in the library.

Claudia recommended that the trustees take a look at Meredith Library which has a building similar to ours, but with an addition that was very well done.

Chris Carr will contact the contractor who installed the furnace to find out the cost of installing the central air conditioner component.

Chris noted that books were needed for the Book Sale in two weeks. . .

Joan will inform Wes Golumb (Energy Committee) that attic insulation is completed. Joan will contact Maureen about the "attic floor" in the foyer that Johnson's was to install.

Meeting adjourned: 8:42 pm

Respectfully submitted, Dee Jones

Next meeting: September 12, 2011