

Philbrick James Library
Meeting of the Board of Trustees
October 3, 2011

Present:

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

Commenced: 7:05 pm

Public Comment: none

Secretary's Report: Accepted

Treasurer's Report: Checking \$37,123.33; Savings \$35,491.01. The library has received no funds from the trustees of the trust fund since June. Treasurer has contacted.

Librarian's Report:

Correspondence: A copy of the library audit report has been received.

Professional Development: The NHLA fall program [\$30] will take place November 4. Trustees approved librarian attendance and permission to notify trustees by email if sign-up time is critical for an event.

Technology: The librarian has begun online training on use of downloadable books. Plans are in the works for additional training.

Programs: The librarian will take part in the Parks and Recreation afternoon reading program on October 17.

Repairs: The custodian has found a commercial vacuum he feels will work well for the library. The extent of warranty and reasonable access to repair will be determined before a purchase is made. If acceptable, trustees approved purchase. Chris will help remove the window air conditioners.

Old Business:

Budget: The trustees will seek to change the library budget hearing to November 7 and will meet after the hearing at approximately 6:00 pm. Shades have been installed-trustees pleased. WRC plaques have been installed for chair and altar. When flag arrives and is placed the plaque for the flag stand will be installed. The lift passed inspection. Gregg has spoken with a local contractor about front steps, ramp and retaining wall options. He is waiting for a response. The petition to save the ILL van is now at six pages. Chris will contact the heating/ac contractor and electrician to schedule work. It is estimated the total cost will be about \$3,840 [\$2,900 for ac and \$940 for electrical work]

New Business:

Meeting adjourned: 8:05 pm

Respectfully submitted, Maureen Mann

Next meeting: November 7, 2011 [directly after budget hearing]