

## **Philbrick James Library**

**June 4, 2012**

Present: Joan Bilodeau, Chris Carr, Sandra Yacopucci, Mal Cameron, Claudia Libis, Eve Hazen, Dee Jones, and Librarian Evelyn DeCota

Meeting called to order at 7:06 PM

Old Business: Update from Ben Averill on Eagle Scout project

Back walk is completed and grass is looking good. When the rain stops, the front walk will be completed with four solar lights staggered along the walkway. Ben plans to install a brick with the date of completion and his name. He will also write an article for the Forum and the Communicator. Dee will send a thank you letter, and we offered to write a letter of recommendation anytime he should need one. More applause for his great job.

Secretary's Report: accepted

Treasurer's Report: Checking: approximately \$38,000 Savings: \$38,803.84

Received annual disbursement from Trustees of the Trust Fund:  
\$869. Report accepted.

Librarian's Report:

Correspondence: Thank you from FOCUS for tricky tray donation

Trustee Training: Concord, June 13 Holiday Inn, 1-4 PM

Mal will attend

Jim Spillane Emailed Evelyn about repair of the front steps and concrete columns by him and his co-workers. Considerations about details, insurance, and the historical aspects of the building will require professional counsel. Joan will respond by Email.

Technology: A Nook and a Kindle were donated to the library to be used for staff training, but there is a problem with connections. Chris will take one home to fix the problem. He will also look into funny sound made by the CPU (Central Processing Unit).

Frank LaValliere (electrician) reported that no new outlets were needed for two additional computers, but four back-up surge protectors were necessary. Evelyn contacted Steve Jamele from town IT dept. He can get them for \$67 each. A 6 ft X 4 ft table is needed to replace the large carrels. Evelyn will check the size of one we have and contact Friends of the Library for possible purchase if it is not big enough. Friends will also be asked to purchase surge protectors.

Programs:

Mal's Hubble Telescope presentation had low attendance, but his work with slides and videos was much appreciated. He was able to practice and had an inquiry from Epsom Library for a presentation.

2012 Summer Reading Program Update: On track. Flyers were sent to all pre-school to eighth graders in town – public, private, and home schooled folks.

Skywatch Program: July 23, 2012 7:30-10 PM at the library

Rain date: August 1

#### Repairs:

Frank LaValliere fixed the motion sensor light in the back garden area and installed a lighted doorbell at the handicapped entrance. Cost: \$255. We need to repair the hole left by the old doorbell. His estimate for installation of flagpole light and two outdoor outlets did not include prep work and was cost prohibitive. There is an existing outlet by the AC unit.

Ron LaBore will be installing two spigots, front and back. Cost: \$350.

Beckett Glass has ordered storm windows. Windows and installation: \$487

Safety inspection required repair of the exit light. Cost: \$216

Chris noticed loose tiles on the roof. Evelyn will check records for the contractor who last worked on the roof.

Evelyn, Joan, and Claudia will be checking on budget and necessary expenses before our next meeting. We need to prioritize needs and look for other options for money. A warrant article for repairs to the front steps, tile, and cement columns is necessary. Claudia will research and get estimates for the cost of these repairs.

Joan researched solar flagpole lights online. This item was tabled for future reference.

#### Old Business

Memorial Garden: Renamed the Friendship Garden (more positive)

Bilodeaus, Joneses, and Eve cleaned up leaves and other dead stuff from under the trees in the back and pruned bushes. Claudia and friend weeded in the front.

Garden discussion: Low maintenance shrubs; donations of plants, birdhouses, sculptures, benches; fundraising with memorial bricks for pathway; fence across entrance; importance of including all the town; \$1000 seed money from Elsie Brown to start

Mal looked at the equipment at DCS for library donation, and it's all too old to be useful. Deb Boisvert agreed to loan the library equipment we need.

#### New Business

Dee reported on the Library Conference in Concord May 21.

Key points: Library should be the life's blood of a community.

Importance of communication

We need to be advocates for the library

Strategic Planning vs. Long-term planning

A strong mission statement guides  
decision making

How does our library fit into the Vision for Deerfield?

Report good happenings to selectmen

(We probably need to rethink the Bulletin Board decision)

Art Gallery/ Eve: Order of presentation (2 months each)

Joan Wasson realist paintings (current)

Richard Moore – photography

Open Studio Art Tour samples

Alan Perkins (photography)

Folks are calling Eve for dates to display their work.

Budget: due by June 30; revised budget due in July. Evelyn has not received any info and we do not meet until after the first deadline. We need to discuss a warrant article with selectmen.

Evelyn's evaluation is due in July. She will send trustees the form.

Meeting adjourned at 9:28 PM

Respectfully submitted, Dee Jones