

Philbrick-James Library
Meeting of the Board of Trustees
May 6, 2013

Present: Joan Bilodeau, Chris Carr, Christine Johnson, Dee Jones, Linda McNair-Perry, Mal Cameron and librarian Evelyn DeCota

Meeting called to order: 7:05 PM

Secretary's Report: accepted

Treasurer's Report: Checking: \$45,275.19

 Savings: \$39,581.21

- Electric bill will now be paid electronically
- \$744.33 to Baker and Taylor Books from last year's account
- \$206 to Ken Rousselle for outdoor electrical outlets
- \$25 to Joan for Tricky Tray gift certificate

Correspondence:

- Thank you note from Claudia Libis for Volunteer of the Year Award
- NHLTA membership dues: \$30 each X 7 + \$210, passed

Technology:

- Town website: launch date pending
- Computer table should arrive this month
- New computers will come from BAE group

Programs:

- NH Humanities Council presentation this Friday 7:00 PM at town hall

Professional Development

- Evelyn will attend NHLA Spring Conference May 31

Old Business:

Front Step Update:

- See Notes from Special Session of the Library Trustees
- Selectmen were supportive in all areas of our concern
- Because the library is part of Deerfield Center Historical District, the State Historical Preservation Officer must come to the site to assure acceptable procedures are in place.
- Selectmen will accept recommendations for possible bids from Trustees and the Heritage Commission

Memorandum of Understanding:

- Discussion centered on division of financial responsibilities between the Trustees and Town regarding the maintenance of the building. The opinion of the Board of Selectmen can change when the members change. A MOU would make duties of each group clear.

New Business:

- Insurance update: Value of building: \$577,000
 Value of contents: \$246,000
 Content value increased by \$32,000 New value: \$\$278,000
- Safety Update:

Ken Rousselle recommended replacing the motion detector light at the side door, adding two motion detector post lights in front: estimated cost: \$900.

We will ask about historical considerations for selection of the lights when the State Historical Preservation Officer comes to the site. We will get on the agenda for the next Selectmen Meeting to ask about payment for this Safety item and seek clarification of division of financial responsibilities.

- Garden Update:
AQ Fence (Scott Zenor) on South Road, Deerfield will be installing a fence and gate at the back of the library this week at a cost of \$1425 (monies donated in memory of Elsie Brown). Chris Carr will pick up the birdhouse at the Tattered Rabbit on South Road, paid for by Friends of the Library in memory of Alex Draper. Plaque will be ordered. Joan has a Victorian post for installation.
- Evelyn and staff have been busy rearranging bookshelves in the new space in the basemen area. New carpeting is installed; looks and feels great.

Meeting adjourned: 8:25 PM

Respectfully submitted,

Dee Jones

Next Meeting: June 3, 2013