

**Philbrick-James Library
Meeting of the Board of Trustees
Draft Minutes - August 31, 2015**

Present: Mal Cameron, Linda McNair-Perry, Dana van der Bijl, Chris Carr, Janice Clark, Anne Deely, Dee Jones, and Library Director Evelyn DeCota

Meeting called to order at 7:05 pm.

Secretary's Report

The minutes from the last meeting will be accepted as amended. An updated copy will be provided and updated online.

Treasurer's Report

Checking: \$28,082.20 **Savings:** \$38,935.72

Linda checked into some **savings options** that will earn us more interest. An APY of 0.05% is being earned right now. At the bank, the best we can do is a .9% 5-Year CD. A 1- Year CD is .2%. A 3-Year CD is at .5% with a \$5K minimum.

Trustee of the Trust Funds sent us a report and a check. 2014 quarterly payments were suspended because in years 2009 and 2010 they overpaid us. The trustees sent us a check for \$466 for Q1 and Q2 of 2015. The disbursements from our other funds will resume in 2016.

Librarian's Report

CORRESPONDENCE

SEE Science Museum Pass – Expires on October 10th. 18 families / 72 people have used it this year to date. The board voted to renew the pass, provided the renewal amount does not exceed \$100 and there are no major changes in membership benefits.

TECHNOLOGY

The copier has taken in **\$91** since January. A sign has been posted indicating that effective next Tuesday, September 8th, copies will cost \$.20.

PROGRAMS

Stone Walls – Sunday, September 13th. We will meet to set up at 1:00 pm. Dee will send a finger food. Linda will bring lemonade and paper goods. Jan will bring iced tea. Everybody else will bring finger foods as needed.

Everyday Heroes/ Grand Celebration had 36 completed. 48,850 minutes. 1029+books. The remaining **Touch-a-Truck** events were more successful than the first, with attendance ranging from 11-25 each time.

Professional Development:

Evelyn is taking **vacation every Friday in September**, plus **October 1 and 2** for the Deerfield Fair.

REPAIRS

Waterproofing the front steps – Linda and Mal met with the mason, **Phil Boni**. He recommended a product. Linda spoke with the scientist who created the product, **Weather-Tite**. He did not know if it would work on tile. Linda discovered that our glazed tile is no longer glazed. It may have been power-washed. Phil will perform a test spot behind one of the pillars and let Linda know. It may be a good protectant for the tile. \$960 (not to exceed) was quoted for sealant and labor applied to steps, tile, and walk.

Phil Boni will also be performing the **chimney repair** starting on **September 14th**.

Windowsill repair – Evelyn has contacted **Duffley** four times but received no response. She will try to contact the crew chief, Brian, who originally did the work.

Old Business

Acceptance of Gifts Procedure: We must advertise a public hearing in *The Union Leader* by Monday, September 28th and post it at the town offices, the library, and the town website. Evelyn put together a draft public hearing notice and will discuss it with Jan Foisy prior to advertising.

The board discussed options for use of the recent donation, such as technology (copier, patron computer, database computer). Evelyn was asked to put together a “wish list” of useful things.

Meeting Space Update – paperwork has not been received from one family. They seem to have found an alternate spot for their tutoring sessions. Books have been renewed via e-mail. The Closed Library meeting space policy is being worked on and will be sent out to organizations shortly.

New Business

2016 Budget Presentation to BOS – Time/Date to be determined.

Possible legislation concerning library director tenure/contracts was brought to our attention by our NHLTA representative.

A library in Goshen is coming to take away our **old book drop**.

Meeting adjourned at 8:30 pm.

Next meeting will be held on Monday, October 5, 2015 at 7:00 pm.

Respectfully submitted by Dana van der Bijl