

**Philbrick-James Library
Meeting of the Board of Trustees**

DRAFT Minutes - December 7, 2015

Present: Mal Cameron, Dana van der Bijl, Anne Deely, Janice Clark, Dee Jones, and Library Director Evelyn DeCota

Absent: Chris Carr and Linda McNair-Perry

Meeting called to order at 7:09 pm.

We started the meeting by congratulating Evelyn on currently being the longest-serving Deerfield employee. Jan brought cake, which was enjoyed by all.

Secretary's Report

The minutes from the last meeting were accepted as written.

Treasurer's Report

Checking: \$27,618.41 **Savings:** \$49,603.05

Librarian's Report

Correspondence: A thank-you note and a generous donation were received from Don and Cindy Tomilson.

Evelyn is to be reimbursed **\$39.98** for her purchase of ink cartridges for Mel's printer.

Ancestry and Heritage Quest Renewal: We **will renew** both for **\$380** but do some research before renewing again next year. Evelyn will try to find out how many people use each.

Currier Art Museum Pass – 18 families/47 people have used it this year. It is set for renewal 1/1/16. It **will be renewed** for **\$80**.

Technology

Evelyn has a **new printer** (thank you to Jill and Chris Carr) and it is working fine.

Anne will teach Evelyn how to use her **second monitor**.

The **new copier** has been ordered and will be delivered soon.

Professional Development: **\$55** in NHLA Dues for Evelyn – approved.

Repairs

Paul Murphy – Painting projects (sign post, flag pole, hand railing, and the top of the front sign) have been delayed due to the weather. It was decided that he would do it in the spring instead.

Architectural Rendering – We now own the rendering. It needs to be restored once we apply for and receive the Moose Plate grant money. It will then be duplicated. The original rendering will be stored by the Deerfield Historical Society (we hope) while the duplicate is displayed at the library.

We were asked to **add a second railing to the interior stairway** to help those who have difficulty with stairs but do not want to use the lift. Evelyn will check with **Kevin MacDonald** and also ask him to reinforce the existing stair rails both on the main interior staircase and the stairs leading to the attic.

Old Business

According to **RSA 202-A:4-c – IV(b) Trustees' Authority to Accept and Expend Gifts**, we do not need to expend the gifted money before the end of the year. We are awaiting further advice from Terry Knowles.

The board discussed the future needs of the library.

New Business

Budget Presentation to the MBC – Approved.

East Coast Signals – Snow removal contract has been approved.

Meeting adjourned at 8:41 pm.

Next meeting will be Monday, **January 4, 2016 at 7:00 pm.**

Respectfully submitted by Dana van der Bijl