

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

DRAFT Minutes – April 11, 2016

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

Meeting called to order at 7:08 pm.

Board entered into **Executive Session** at 7:09 pm. Executive Session closed at 7:32 pm.

Elections were held. Officers will remain the same - Chair = Mal Cameron, Secretary = Dana van der Bijl, Treasurer = Linda McNair-Perry.

Secretary's Report

The minutes from our March meeting minutes are accepted as written/revise

Treasurer's Report

Checking: \$ 31,987.97 Savings: \$49,613.36

Librarian's Report

Correspondence

Suncook InterLibrary Cooperative - May 3 is the customer service training. Linda will give Evelyn a check to cover the \$10 payment.

Repairs

The **second railing for the inside stairway** has been completed. The final amount paid to Kevin MacDonald was **\$200**. The brackets from upstairs were used, but the railings were replaced. The upstairs railings have been repaired.

Painting projects list for Paul Murphy has gotten longer. We have the paint for the back door (currently primed). Sign post, railing, and flagpole are to be done, as well as the yellow top of the sign board. There is also some misc. caulking that should be done. We do not have a price yet. When it gets warm, Evelyn will call him to come give an estimate. The board authorized an amount not to exceed \$500 for the projects.

Old Business

NH Humanities to Go – The board voted not to move forward with a program this year.

NH Moose Plate Grant – Due April 25. Anne and Evelyn will meet to go over the application.

New Business

Tricky Tray – Friends of the Library is funding two trays (one adult/one child). Trustees will be donating (2) \$25 gift cards to Gibson's Book Store. Anne will pick them up.

Library Policies – The board agreed that the footer on all policy sheets should reflect the full name of the Philbrick-James Library Board of Trustees. The board has been provided with several policy sheets to read and be ready to discuss at the next meeting.

Meeting adjourned at 8:28 pm.

Next meeting will be Monday, **May 2, 2016 at 7:00 pm.**

Respectfully submitted by Dana van der Bijl