

Philbrick-James Library
Meeting of the Board of Trustees
Draft Minutes – September 12, 2016

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

Meeting called to order at 7:07 pm

Secretary's Report

Minutes from the August meeting were accepted as written.

Treasurer's Report

Checking: \$29,069.69 **Savings:** \$49,768.91

The board entered into a **non-public session** at **7:14 pm** and returned at **7:43 pm**. No decisions were made.

Librarian's Report

Lift inspection – the lift passed, and we should be getting our certificate, but there is a persistent hum that Evelyn cannot figure out. The lift inspector doesn't do repairs. There is a light that is out that needs to be repaired. Evelyn will call someone to come check it out.

Preschool Story Time starts Tuesday, 9/13

Cleaning services - Robin had health issues and needed to take some time off. The owners of RW were coming in for minimal cleaning in the interim until she could return. They agreed to send someone to clean on Tuesdays and Fridays, and the fee is now lower to reflect the difference.

The **doorbell** is not working again. Evelyn will change the batteries and let us know. The batteries were replaced in our emergency exit signs. Mark unclogged the toilet.

New Business

The NHMA Floor Proposal was discussed. The board decided not to support the SB2 change, leaving things as they are.

Rain barrels were donated and installed by Chloe Gross for her Girl Scout Silver Award project. The board is very appreciative and Evelyn will send a thank-you card.

Old Business

The Budget for 2017 was discussed. It was proposed at **\$105,699**.

Vision for PJJ 2017 and Beyond – Anne gave a report from the **Future Staffing working group**. They put together a timeline and did some research into other libraries that have hired recently. They plan to have a job description in place by April. They will investigate town and state hiring processes and will publicly post the job once the entire board has reviewed their findings.

The future of the library was discussed. Evelyn was asked to pull together some stats on who is using the library and in what capacity.

Architectural Rendering – NMB volunteered to take it to Portland to get the process rolling. First it needs to be conserved and then it will be duplicated. The duplicate will be matted, framed and displayed in the library.

Our **next meeting** will be held on **Monday, October 3**. Dana will not be able to attend.

Meeting adjourned at 8:40 pm.

Respectfully submitted by:

Dana van der Bijl
Secretary