

**Minutes of the Abbott Library Trustee's Meeting  
Abbott Library, Sunapee, NH  
February 20, 2018**

*In attendance were Trustees:* Terri White/Chair, Carol Brudnicki/Vice Chair & Secretary, Susi Churchill/Treasurer, Jane Frawley, and Tom Mickle.

Alternate Scott Rappeport filled in for Jim Currier who had an excused absence.

*Library Director:* Mindy Atwood

*Alternate Trustees:* Suzanne Tether (at 6:20 Suzanne filled in for Denise Bressette who was not present)

*Others:* John Augustine, and Peg Lesiak

**I. Chair's Remarks**

Meeting was called to order by Chair Terri White at 5:30 PM Tuesday, February 20, 2018

Terri White announced that Scott Rappeport is filling in for Jim Currier.

Jane Frawley, Scott Rappeport, and Peg Lesiak are on the Town's ballot for Library Trustee. Peg was introduced and she told us a little about herself.

**II. Approval of Minutes**

Two corrections were made to the Jan 16 minutes.

Scott Rappeport *moved to approve the amended minutes of Abbott Library Trustee's Meeting of Tuesday, January 16, 2018. Motion was seconded by Jane Frawley and unanimously approved.*

**III. Report from the Friends of the Abbott Library**

No report from the Friends as they have not met since our last meeting.

**IV. Report from the Abbott Library Foundation**

Tom Mickle reported the Foundation has not met since our last meeting however they have been in communication via email. They are planning a family event to be held during the Town's Sestercentennial (250) celebration Aug 17 – 19. This will involve food for all and games for the kids. The Projector, screen and shades are installed in the Library meeting room. An electrician has been contacted and will be connecting power to the projector.

**V. Treasurer's Report**

**A. Review of Financials**

Susi Churchill reported that all accounts are reconciled. We are current with the Town's funding.

**B. Review/Approve Bill Manifest**

*Carol Brudnicki moved we accept the February, 2018 Manifest of Bills report of all bills entered January 2018. The motion was seconded by Susi Churchill and approved unanimously.*

**VI. Directors Report**

Mindy Atwood reported that the Inter-Library Loan (I-LL) program is still not working properly and will not be for some time. She and Justin Levesque are working to minimize the disruptions caused by the I-LL. They are encouraging other libraries to contact them via email instead of phone calls.

Jane Frawley suggests a hands-on workshop be held to instruct patrons in the use of the Universal Class service that will be rolled out soon.

Mindy has received 5 resumes and interviewed two individuals for the part time library aide position. Deadline for applications is March 1.

Nancy Farwell and Mindy are working on summarizing the goals for redesigning the Abbott Library website that would be easier to navigate. They will solicit quotes from website designers.

The Therapy Dog International does not have any other MOU document that is more appropriate to our situation. Therefore, Abby Brown made the decision that she will not continue to visit Abbott Library. Recently very few patrons have come into the library specifically to read to Bumblebee.

**VII. Chair's Report**

Jane Frawley, Scott Rappeport, and Peg Lesiak are on the Town's March ballot for Library Trustee. As this is Tom Mickle's last Trustee Board meeting, Terri White thanked him for his many years of service and for all he has done for Abbott Library. This would have been Denise Bressette's last meeting had she been present. She too has been a valuable member of the Board.

After the election Terri White will contact Scott and Peg as to what they will need to do before they can take their place on the Library board.

Jane, Scott, and Peg might be invited to town forums hosted by Sunapee Seniors and/or Project Sunapee, organized for the town's residents to meet the candidates running for town positions.

Next meeting we will discuss the role of the treasurer in recording the bills and how we can assist Jean Wilson in paying the Library's bills especially when she is on vacation.

6:20 Terri White asked Suzanne Tether to fill in for Denise Bressette who was not present.

**VIII. Old Abbott Library**

The board reviewed our frequently asked questions document concerning Old Abbott Library and the Cy Pres agreement. Some changes to the document were made. Mindy Atwood will make the changes and have the document available for our approval at the next meeting. This document is for the Board of Trustees information and use.

**IX. Old Business/Other Business**

Two thank you notes were presented.

**X. Public Comment**

John Augustine noted that there is only one contested race on the school ballot and none on the Town ballot.

**XI. Adjournment to Non-Public Session 91-A:3 IIa – The dismissal, promotion or compensation of any public employee**

*Jane Frawley made a motion to adjourn to a non-public session and seconded by Suzanne Tether. By roll call vote, the Trustees voted to adjourn to a Non-Public Session under 91-A:3 II(a) at 6:46 PM*

*By roll call vote the Trustees voted to have the minutes of this non-public Session sealed.*

*Jane Frawley made a motion to resume public session, seconded by Tom Mickle. Approved unanimously, the Trustees returned to public session at 7:51 PM.*

**XII. Adjournment**

*Carol Brudnicki made a motion to adjourn, seconded by Terri White and was unanimously approved. The meeting was adjourned at 7:52PM.*

Respectfully Submitted

**Carol Brudnicki, Secretary      February 23, 2018**