

**Minutes of the Abbott Library Trustee's Meeting
Abbott Library, Sunapee, NH
January 17, 2017**

In attendance were Trustees: Terri White/Chair, Xan Gallup/Vice Chair, Carol Brudnicki/Secretary, Denise Bressette/Treasurer, Jane Frawley, and Tom Mickle. Alternate Susi Churchill filling in for Jim Currier who had an excused absence.

Library Director: Mary Danko

Alternate Trustees: Sharon Palmer

Others: Jean Wilson, John Wilson

I. Chair's Remarks

Meeting was called to order by Chair Terri White at 6:30PM Tuesday, January 17, 2017

II. Approval of Minutes

Xan Gallup moved to approve the minutes of Abbott Library Trustee's Meeting of Tuesday, December 20, 2016 Motion was seconded by Jane Frawley and unanimously approved.

Terri White moved to approve the minutes of Tuesday, January 13, 2017 Motion was seconded by Xan Gallup and unanimously approved.

III. Report from the Friends of the Abbott Library – Danko/White

Terri White expressed a huge Thank You to the Friends of Abbott Library for all that they do for the Library. At their last meeting they approved all requests on our wish list. Included was the proposal to fund a Student Summer Intern to work 9 hours a week for 10 weeks. Mary Danko explained that the town will have an agreement with the Friends to pay for this person, and then bill the Friends at the end of the summer. The annual Friends pancake breakfast is scheduled for July 15, 2017.

IV. Report from the Abbott Library Foundation - Tom Mickle

Tom Mickle reported that the foundation met last Thursday. They have increased their board members from 9 to 11. They received a good response to their December Fundraising. Terri White thanked the group for their continual financial support.

V. Treasurer's Report

A. Review of Financials

Denise Bressette reported that all accounts are reconciled. We will be able to purchase the furniture for the NH Conference Room.

B. Review/Approve Bill Manifest

Xan Gallup moved we accept the January 14, 2017 Manifest of Bills report of all bills entered Dec 2016. The motion was seconded by Jane Frawley and approved unanimously.

C. Request to the Trustees of the Trust Funds – no report as we are still waiting to hear back from the AG's office.

D. Treasurer – 2017-2018

Denise Bressette will be unable to continue as Treasurer in 2017 because of personal time constraints. Terri White asked the board members to consider taking on this position. Denise will remain on the board and will be available to assist the next Treasurer.

VI. Directors Report – Mary Danko

A. Personnel Policy Review/Approval

Motion was made by Xan Gallup and Seconded by Terri White to approve the personnel Policy as submitted. Motion was approved unanimously.

- B. A Kiosk has been placed at the front desk where patrons can put the completed strategic plan surveys. Steve Nilsen has set up an easy link on www.Abbottlibrary.org/survey for patrons to use.
- C. Paula McKinley has been hired as a library aide and will work on Mondays and Wednesdays.

VII. Chairs Report – Terri White

- A. **Strategic Plan Update** – A meeting is scheduled for tomorrow, Jan 18 at 6:30 for the public to present their views. A careful watch will be kept on the weather in case we need to cancel the meeting.
- B. **Book Sale Tables** – an item will be placed in the next Library newsletter asking if anyone in the community has a place to store the tables. The 2017 book sale will be July 15th, the same day as the Friends pancake breakfast.
- C. **Election 2017** – Jim Currier and Xan Gallup’s three year terms expire in March. Jim Currier will seek reelection; Xan Gallup does not wish to seek reelection. Susi Churchill will seek election for Xan’s position. There will be two alternate positions available that will need to be filled after the election. Lois Gallup is not seeking reappointment as an alternate. Filing period for town elections is Jan 25 to Feb 3.
- D. **Chief Cahill** has invited us to join him at Sunapee Cove 9:30 on Jan 26 to discuss our strategic planning survey. Mindy Atwood and Jane Frawley are planning on attending.
- E. **Abbott Library Director** position has been posted. Mary Danko has already received inquiries.
- F. Notes have been received from the staff **thanking** the trustees for the Christmas box/gifts.
- G. **Sharon Palmers** position as alternate expires Feb 8, 2017. *Xan moved to reappoint Sharon Palmer as alternate. Motion was seconded by Jane Frawley and unanimously approved.*
- H. The **farewell party** for Mary Danko is Saturday Jan 28 from 10 to 2. It has been our pleasure to serve with Mary and we will continue to keep in communication with her. We all wish her well.

VIII. Old Abbott Library – Cy Pres / Terri White

The selectmen will have another discussion on coming to an agreement with the Sunapee Historical Society about their proposal to rent the Old Abbott Library building as they fundraise to purchase the building. Our attorney and the AG’s office are aware of the discussions and progress.

IX. Old Business/Other Business

John Wilson brought to our attention his research on providing lights for the upper parking lot. He has received two options from MG Electric Company: (1) install 3 additional poles and lights with an initial estimate of \$9,280 or (2) install 2 LED flood lights on two of the existing poles for an estimate \$2,500. John is awaiting answers to some questions he has and is doing further research. He will keep us informed.

X. Public Comment - none

XI. Adjournment

Xan Gallup made a motion to adjourn, seconded by Susi Churchill. The meeting was adjourned at 7:32PM.

Respectfully Submitted
Carol Brudnicki, Secretary
January 19, 2017