

**Minutes of the Abbott Library Trustee's Meeting  
Abbott Library, Sunapee, NH  
October 3, 2017**

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

*Alternate Trustees:* Sharon Palmer, and Scott Rapoport

*Others:* John Augustine

**I. Chair's Remarks**

Meeting was called to order by Chair Terri White at 5:30PM Tuesday, Oct 3, 2017

The primary purpose of the meeting is to review the budget.

**II. Budget Review**

Mindy Atwood went over the items on the budget that we had questions about at our last session. The board discussed outside maintenance and made an adjustment to the proposed budget. Book purchase is being held at \$30,000 even though the cost of books has gone up. Ron Kulpa, ABC committee member, has forwarded questions concerning the budget. Mindy is prepared to answer them at the Town ABC meeting. Also discussed was increasing the Part Time Payroll budget to include funds to cover the cost of part time employees covering full time employees when they take vacation and/or sick leave.

Mindy will follow up on a) the contract with Comcast, b) having the carpet cleaning scheduled, c) bringing Kennedy's past landscape invoices to the meeting, d) checking with Lynne Wiggins (Town Finance Director) on our insurance, and e) checking with Donna Nashawaty (Town Manager) concerning getting the Library part of the town contract with Atlantic Energy Group as a means to lower our electricity cost.

Our next meeting is Oct 17<sup>th</sup> when we continue discussion on the budget.

**III. Policies to be reviewed by Attorney**

*Jim Currier made a motion to authorize Terri White and Mindy Atwood to bring the Pet Policy, Wireless Internet Access Policy and the Internet Use Policy to our attorney for his review. Motion was seconded by Denise Bressette and unanimously approved.*

**V. Old Business/Other Business**

Our next meeting is Oct 17<sup>th</sup> and will start at 5:30. Our meetings from now till the end of the year will start at 5:30.

Carol Brudnicki announced that the New Hampshire Library Trustee Association has selected Terri White as the Lillian Edelmann Trustee of the Year for 2017. Jane Frawley will work with Mindy Atwood in selecting a date for an official ceremony and celebration.

Jim Currier has the information on the parking lot plans and constructing a storage building. The Foundation is in favor of pursuing the storage building. This issue will be added to the agenda of a future meeting.

**VI. Public Comment - None**

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

*Terri White made a motion to adjourn to a non-public session. Seconded by Jane Frawley. By roll call vote, the Trustees voted to adjourn to a Non-Public Session under 91-A:3 II(a) at 6:55 PM.*

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

*Jim Currier made a motion to resume public session, seconded by Denise Bressette. Approved unanimously, the Trustees returned to public session at 7:22 PM.*

**XIII. Adjournment**

*Jim Currier made a motion to adjourn, seconded by Denise Bressette and unanimously approved. The meeting was adjourned at 7:23 PM.*

Respectfully Submitted  
**Carol Brudnicki, Secretary**  
**October 5, 2017**