

**Minutes of the Abbott Library Trustee's Meeting
Abbott Library, Sunapee, NH
December 19, 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.

Library Director: Mindy Atwood

Alternate Trustees: Sharon Palmer, Suzanne Tether, Scott Rappeport (arrived 6:05)

Other: Emma Bressette

I. Chair's Remarks

Meeting was called to order by Chair Terri White at 5:30PM Tuesday, December 19, 2017

II. Approval of Minutes

Jim Currier moved to approve the minutes as amended of Abbott Library Trustee's Meeting of Tuesday, Nov. 29, 2017 Motion was seconded by Tom Mickle and unanimously approved.

III. Report from the Friends of the Abbott Library

Mindy Atwood reported that Lindsay Walkinshaw has filled the vacancy on the Friends Board. Their next meeting is in January. Mindy Atwood will be putting together a funding request for 2018 for their consideration.

IV. Report from the Abbott Library Foundation

Tim Mickle reported that the Foundation is looking for more members including a Chairman and Secretary. There was no December meeting. Their next meeting is in January.

V. Treasurer's Report

Susi Churchill reported that all accounts are reconciled. We are current with the Town stipend and presently under budget. Susi reported that a check has been returned and a bank charge incurred.

Carol Brudnicki moved we accept the December 2017 Manifest of Bills report of all bills entered Nov 2017. The motion was seconded by Denise and approved unanimously.

VI. Chairs Report

Jane Frawley and Sharon Palmer have collected funds and items from the Trustees. The funds have been used to purchase additional items to go into Abbott Library bags to give to the Library Staff as Holiday gifts.

There are three Trustee terms coming open in 2018. Jane Frawley will seek reelection. Denise Bressette and Tom Mickle will not seek reelection. Sharon Palmer and Suzanne Tether wish to remain Alternates. Terri will contact Scott Rappeport to determine if he would consider running for Trustee. (He has agree to run.)

Plainfield, NH Library has requested information as they are in the process of adding an addition to their library. The Trustees have approved sending our "Memorandums of Understanding" a document between the Trustees and Selectmen.

Jim Currier continues to work with on the building of a storage shed. He is waiting for thoughts from Peter Tenant and Larry Ufford.

VII, Directors Report .Mindy Atwood

Abby Brown has requested Mindy Atwood sign an agreement with Therapy Dogs International (TDI). Abby Brown brings Bumblebee into the library for children to read to him. The form is more appropriate for a hospital than a library. Mindy will follow up with TDI to see if a more appropriate contract is available.

Twelve resumes have been received for the vacant assistant Director position. Mindy is interviewing three candidates. She will make a decision shortly and present the candidate for approval at the January Trustee meeting.

VIII. Old Abbott Library

At the Dec 11th selectman's meeting a warrant article concerning funding due the Abbott Library as required by the Cy-Pres agreement was presented and supported by the selectmen.

Terri will tweak our list of frequently asked questions and answers concerning the Cy-Pres agreement and why the town must pay the Abbott Library. We will review it at our next meeting in January.

IX. Old Business/Other Business

We are looking for artists to display their creations in 2018.

A patron commented on our limited amount of holiday décor.

Strategic planning committee will meet after the first of the New Year.

Terri White will work on getting the revised policies to our attorney for his comments.

X. At 7:00 a Public Hearing Pursuant to RSA 202-A:4-c to discuss the Trustees' Authority to Accept and Expend Gifts was held.

Motion was made by Jim Currier to accept the gift of funds in the amount of \$6,200 from the Abbott Library Foundation for the purposes of purchasing projector equipment and window treatments for the meeting room. Motion was seconded by Denise Bressette and unanimously approved.

Public Hearing was closed at 7:04

XI. Public Comment – No comments

XIII. Adjournment

Tom Mickle made a motion to adjourn, seconded by Susi Churchill and unanimously approved. The meeting was adjourned at 7:04

Respectfully Submitted

Carol Brudnicki, acting Secretary December 21, 2017