

**Minutes of the Abbott Library Trustee's Meeting  
Abbott Library, Sunapee, NH  
February 21, 2017**

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

*Interim Library Director:* Mindy Atwood

*Alternate Trustees:* Susi Churchill, Lois Gallup, Sharon Palmer

*Others:* John Wilson

**I. Chair's Remarks**

Meeting was called to order by Chair Terri White at 6:30PM Tuesday, February 21, 2017

Terri White welcomed Mindy Atwood as Interim Library Director.

**II. Approval of Minutes**

Minutes of Jan 17<sup>th</sup> were corrected under Old Business/Other Business to read John Wilson instead of Tom Wilson.

*Xan Gallup moved to approve the minutes as corrected of Abbott Library Trustee's Meeting of Tuesday, January 17, 2017 Motion was seconded by Tom Mickle and unanimously approved.*

*Tom Mickle moved to approve the minutes of Abbott Library Trustee's Meeting of Thursday, February 16, 2017 Motion was seconded by Jim Currier and unanimously approved.*

**III. Report from the Friends of the Abbott Library – Terri White** no report

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

Tom Mickle reported that their next meeting is March 9<sup>th</sup>. They are scheduling their meetings for the second Thursday of the month.

**V. Treasurer's Report**

**A. Review of Financials**

Denise Bressette reported that all accounts are reconciled. Denise has not received the payroll information for January. Everything is going smoothly. We were able to purchase the furniture for the NH room.

**B. Review/Approve Bill Manifest**

*Carol Brudnicki moved we accept the January, 2017 Manifest of Bills report of all bills entered February 18, 2017. The motion was seconded by Xan Gallup and approved unanimously.*

**C. Request to the Trustees of the Trust Funds**

Denise Bressette has emailed Terry Knowles and is still waiting for a response.

**D. Treasure 2017-2018**

Board members are asked to consider being treasure for 2017-2018 term.

**VI. Interim Directors Report**

Mindy Atwood reported that the staffing is doing an excellent job and the library is running very smoothly. Staff is learning new skills and taking on more hours. Terri White noted that we have an incredible staff and that she is very proud of them.

In her report Mindy mentioned that the Library Web site, with help from Steve Nilsen, is now <https://www.abbottlibrary.org> and a secure site. There are three new volunteers. Mindy is also involved with a community outreach group.

## **VII. Chairs Report**

### **A. Strategic Plan Update**

Terri White plans to schedule a meeting in March.

### **B. Book Sale Tables**

The Book Sale committee met at 6PM prior to this meeting. Jane Frawley reported that we intend to keep the tables and are looking for more permanent storage. We are looking into funding to cover the cost of keeping them in the present storage facility till the book sale. Lois Gallup will check on the status of the towns building of cold storage units.

### **C. Election 2017**

Town voting is March 14<sup>th</sup>. Jim Currier and Susi Churchill are on the ballot for Library Trustees.

### **D. Town Deliberative Session**

Terrie White reported that the session was uneventful with little discussion. It was well attended despite the weather.

### **E. Solar Panel Update**

Terri White has proposed we hold off on considering installing solar panels till a later date and then to tie it into any future development. All agreed. Terri will contact Mr. Chrisman, thanking him for his information and informing him of our decision.

## **VIII. Old Abbott Library**

The town is going ahead with the Historical Society's proposal to rent/purchase the Old Abbott Library.

## **IX. Old Business/Other Business**

Xan Gallup's will be leaving the board with the expiration of her term. She will continue to assist with the Book Sale. Terri White thanked her for her service and dedication. It has been a pleasure to have her on the board.

## **X. Public Comment**

No comments

## **XI Candidate Interview - Mindy Atwood**

The next meeting will be Tuesday, March 7<sup>th</sup> at 5:30PM (providing a quorum is met) at which time a few items will be discussed including John Wilsons presentation on parking lights. This allowed us time to conduct an Interview of Abbott Library Director Candidate - Mindy Atwood.

The same format as used for the previous candidate was used. Mindy Atwood was asked 25 questions and then gave a 5 minute presentation on "What are the three most important issues facing public libraries today and how would you address them as Director of the Abbott Library?"

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

Upon completion of Mindy Atwood's interview the Board adjourned from public session to non-public session to discuss the candidates for Abbott Library Director.

*Xan Gallup 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) and 91-A:3 II(b) at 8:05PM. The Trustees voted to have the minutes of this non-public Session sealed permanently. Tom Mickle made a motion to resume public session, seconded by Jim Currier. By roll call vote, the Trustees voted to return to public session at 8:56PM.*

**XIII. Adjournment**

*Tom Mickle made a motion to adjourn, seconded by Jim Currier and was unanimously approved. The meeting was adjourned at 8:57 PM.*

Respectfully Submitted  
**Carol Brudnicki,**  
Secretary  
February 22, 2017