

**Minutes of the Abbott Library Trustee's Meeting  
Abbott Library, Sunapee, NH  
May 19, 2016**

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

Library Director: Mary Danko

Alternate Trustees: Lois Gallup for Jim Currier who had an excused absence.

Others: Becky Rylander

**I. Chair's Remarks**

Meeting was called to order by Chair Terri White at 6:31pm Thursday, May 19, 2016.

Lois Gallup (Alternate) is sitting in for Jim Currier (Trustee).

Terri thanked all those who attended the "Right to Know" town wide training session. Library Trustees were well represented.

**II. Approval of Minutes**

Xan Gallup moved to approve the minutes of Abbott Library Trustee's Meeting of Tuesday, April 19, 2016 Motion was seconded by Lois Gallup and unanimously approved.

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

Terri white reported that the Friends plant sale is this weekend. The Friends are working on their annual appeals letter to be mailed in June, and are making plans for July 9<sup>th</sup> Pancake breakfast fundraiser.

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

Tom Mickle reported the Foundation met last Thursday and prepared invitations for mailing to the July 14<sup>th</sup> Gala. Harry and Suzanne Tether will be the hosts. The theme will be "An Evening in Wonderland with Alice." Members of the Foundation are working on getting the event permits. They are looking for donations of silent auction items. Contact Tom Mickle or Lynn Smith (SunapeeSmith@gmail.com) if you have any auction items.

Mary is getting bids on purchasing a screen and built in projector for the library meeting room. Once she has the information a request will be submitted to the Foundation for its purchase.

**V. Treasurer's Report**

**A. Review of Financials**

Denise Bressette reported that all accounts are reconciled. We are presently under budget by \$17449.94

**B. Review/Approve Bill Manifest**

Xan Gallup moved we accept the May 14, 2016 Manifest of Bills report of all bills entered April 2016. The motion was seconded by Lois Gallup and approved unanimously.

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

Trustees discussed pulling out the Abbott Library trust funds presently in the Town Trust account as stipulated under the Uniform Prudent Management of Institutional Funds Act (UPMIFA) RSA 292-B:6. The request would be for the straight balance as recorded in the Town Report.

Motion was made by Tom Mickle and second by Jane Frawley: That we write a letter to the AG's office to request that the Library Trust funds in the hands of the Trustees of the Trust Funds of Sunapee be released to Sunapee Abbott Library Trustees and placed in their Trust and Fines account as sanctioned by the Uniform Prudent Management of Institutional Funds Act (UPMIFA) RSA 292-B:6. Motion passed unanimously.

Terri White made the Motion and seconded by Tom Mickle: That Denise Bressette and Xan Gallup follow up on the paperwork to authorize Denise Bressette and Xan Gallup to compile the necessary papers to submit for the process of the Uniform Prudent Management of Institutional Funds Act (UPMIFA) RSA 292-B:6. Motion passed unanimously.

#### **VII. Historical Society/NH Registry Approval (Chair's Report)**

(Lois Gallup recused herself from the discussion)

Old Abbott Library has met the eligibility requirements for listing in the NH State Register of Historic Places. In order to move forward the Owners (Town Selectmen and Library Trustees) need to approve the process. Last Monday the Selectmen approved this process. The Trustees discussed in length the timing of moving forward with the process and the affect this listing would have on the Cy Pres agreement, possible sale of the Old Abbott Library, and whether new owners would want the distinction of being on the NH State Register of Historic Places. The consensus was that we not make a decision at this time and that we revisit the issue at our next meeting.

#### **VI. Directors Report**

Mary Danko and Terri White attended the selectboard meeting on May 2<sup>nd</sup> where suggestions were made on how to improve the input process for the Budget Advisory Committee. Requests for information need to come from the committee and not individually. Guidelines and operating procedures for the Committee are being drafted.

Heather Weir has taken a job at Mountain Edge Resort & Spa. Mindy Atwood has picked up some of her hours and Justin Levesque has been hired to work on Wednesdays and Saturdays.

There is old furniture that belongs to Abbott Library that needs to be removed from the Old Abbott Library. John Wilson will be asked to contact Ron Hand to see if he or any family member would like the book cases that were painted by Pat Hand. Posters with pictures of the items for sale will be made and displayed at the Book Sale.

The Theme for this year's Summer Reading program is "On Your Mark, Get Set, Read." Simon Brooks will open the Summer Reading program. The program will be promoted at the Literacy day at Sunapee Schools.

Upper parking lot has been paved and stripped. A shed is being worked on. The foundation will be asked to fund parking lot barriers and stairs from the upper parking lot to the lower parking lot. The landscaper has suggested creeping juniper be purchased and planted in the fall for the rock/hill area.

#### **VII. Chairs Report**

- A. NHLTA Conference** is Monday, May 23. Terri White and Mindy Atwood will be presenting "Building a New Library." Other Trustees are planning on attending the conference.

- B. **NHLTA Awards for 2016.** Terri White made a motion which was seconded by Denise Bressette that we nominate Mary Danko as Library Director of the year. Motion was passed unanimously. Terri will write and submit the application.
- C. Discussion on updating the **Strategic Plan** will be held next month after trustees have an opportunity to attend a Strategic planning workshop at the NHLTA Conference.

**VIII. Book Sale (July 9)**

Jane Frawley reported that the committee met on May 5<sup>th</sup>. The book sale will be July 9<sup>th</sup> from 8 am to 1 pm. Set up and accepting books will be Thursday, July 7th from 9-1, 4-6 and Friday, July 8th from 9 to 3. Book prices will remain the same as last year. Jane has correlated all past volunteers and will contact them when we are closer to the event to see if they will assist this year. Permission has been obtained to drop off the Tables that hold the book Wednesday evening, July 6. The table identification stands are at the Old Abbott Library. COA will not be hosting a book sale this year which may affect our sale.

**IX. Old Abbott Library – Cy Pres**

Terri White reported the AG office has approved the Cy Pres agreement. It is now in the hands of the Probate Court.

**X. Old Business/Other Business**

None

**XI. Public Comment**

None

**XII. Adjournment**

Xan Gallup made a motion to adjourn, seconded by Lois Gallup. The meeting was adjourned at 7:50pm.

Respectfully Submitted  
Carol Brudnicki, Secretary  
May 22, 2016