

**Minutes of the
Abbott Library Trustees' Meeting
Abbott Library, Sunapee, NH
June 16, 2015**

Trustees: Terri White, Chair, Xan Gallup, Vice Chair, Jane Frawley, Secretary, Denise Bressette, Treasurer, Tom Mickle, Jim Currier, Carol Brudnicki.

Alternate Trustees: Lois Gallup, Susi Churchill

Director: Mary Danko

Friends of Abbott Library: Dick Katz

Abbott Library Foundation: Jean Molloy, Diane Keene, Anna Minor

Others: Ann Nilsen, John Augustine, Jean Wilson, John Wilson

I. Chair's Welcome

Terri called the meeting to order at 6:30 pm. Terri welcomed Susi Churchill as the newly appointed Alternate Trustee. Susi was appointed by the Select Board on June 1, 2015.

II. Approval of Minutes

The minutes of the May 17, 2015 were approved with the following corrections: "Susi" for Susie Churchill and "Nilsen" for Ann Nielson. Xan made a motion to accept the minutes, seconded by Carol, approved unanimously.

III. Report from the Friends of the Abbott Library

Dick Katz reported that the Pancake Breakfast will be held July 11, 2015 from 7am-11am. Special thanks were given to the Molloy family for donating all the food supplies for the event. Volunteers are always needed; there is a sign up sheet at the front desk of the library.

The Annual Appeal letter was sent out June 1, 2015. Dick gave thanks for Jean Wilson making this happen. Responses have already begun to come in.

The Plant Sale generated about \$200-\$300, which is the same as previous years. About 80-85% of the plants were sold, and the rest returned to Kathan Gardens for credit. Dick noted that the Plant Sale was more about library and gardening awareness this year, and not intended as a primary fundraiser.

IV. Report from the Abbott Library Foundation

Terri welcomed the Foundation members to the Trustees Meeting. This will be considered the required Joint Meeting of the Foundation and the Trustees for this year. Jean Molloy, Chair of the Foundation, introduced Foundation members then highlighted the current efforts of the Foundation. A gala event, the Night in the Stacks, will be held July 16, 2015, from 6pm-9pm. This will be a celebration of our new library with proceeds to benefit the Abbott Library Foundation. The Gala will include a silent auction, music, food and drinks. Items are still being accepted for the silent auction (thank you Jim Currier and Xan Gallup). Mary reported that in addition to other celebrants, Tomie de Paola will be at the event and donating a print. Jean commented

that this is **not** an invitation only event. Donors and patrons have received invitations, and are encouraged to make sure others know they are welcome. The Foundation will discuss the possibility of offering Trustees, Foundation Members and Friends a reduced ticket rate for the event.

The Foundation's future projects will reflect the needs of the library as reported to them by Mary Danko. The emergency generator is an example of this. The Foundation can use more help, especially in the area of committee communications.

Terri and Xan, for the Trustees, commended the Foundation for being such an important and integral part of the team for the new Abbott Library.

V. Treasurer' Report

A. Review Financials

Denise reported that we are \$12,432.59 under budget to date from January 1, 2015 through May 31, 2015. This reflects payroll under budget by near \$9000, heat over budget by approximately \$2000, and insurance payment pending. Discussion followed about the heat line item for the new library. The budget for the year January to December is \$3485, and we are over budget already at \$3809. This line was not affected by the default budget; it was an estimate which will have to be adjusted next year.

B. Manifest of Bills

Jim made a motion to accept the Manifest of Bills from April 18, 2015 to June 12, 2015, seconded by Carol, approved unanimously.

VI. Director's Report

Mary reported that the Summer Program "Be a Hero, Read" will kick off with a magician this Friday. Mary and Miss Joyce made a successful visit to the elementary school in superhero costumes, coordinating with Literacy Day at SCES. The mini camp for the younger children is full with a waiting list; the older children's program will not run this year due to lack of sign ups.

The Chess Club will begin to meet at the Abbott Library this summer on alternate Thursdays from 6-8pm. This is a welcome addition to our programming.

Mary met with Trumbull Nelson this past week to discuss details for the proposed generator.

The Art calendar continues to fill up. Jim Block is the current artist with works on display. Carol has volunteered to be the Art Display Coordinator, working with Mary to calendar and help display art work.

The library staff will add another statistic of "in-house use" or what is read inside the library. The Boston Globe was recently added to the available newspapers.

Mary shared several inspiring stories about our wonderful new library. Summer residents seeing the building for the first time are in awe. One 101 year old woman received her new library card, noting how much she enjoyed seeing the younger ones taking out books to read. An interstate library loan was made, resulting in a successful understanding of the law which could not be interpreted as well from the internet version. A rainy summer day yielded a very busy day for the new Abbott Library.

This month there was a total of 181 hours of volunteer service reported.

VII. Book Sale Committee Update

Jane reported that we will have the Book Sale on July 11, 2015, from 8am to 1pm, the same day as the Pancake Breakfast. Drop off and sorting will be one day, Friday, July 10, as we can only use the Sherburne Gym Friday and Saturday. Jane will contact past volunteers; Mary has contacted AAU for help and Jim has contacted NHS for additional help. Discussion followed regarding advertising strategies, using the Kearsarge Shopper, the gym sign, the flashing sign, library posters, and websites. Since this is a new format, we do not know the volume of books we will have donated, or have at the end of the sale. Xan will collect left over donated items for the Sunapee Transfer Station.

VIII. Chair's Report

Terri remembered Barbara Hollander to the Trustees. There will be a memorial service at the Library on June 28, 2015, 12pm-2pm. Barbara was an advocate for the new library from the beginning.

A. Last meeting until August

The Trustees will not meet in July. Anyone can contact Terri if a meeting is needed.

B. Strategic Plan

Mary and Terri will continue to work on this and bring this forward at the August meeting of the Trustees.

Terri attended the June 1, 2015 meeting of the Select Board and witnessed the signing of the Cy Pres Petition. She later discussed with Becky Rylander how we might work with the Historical Society to use the Old Abbott Library if it is available before sale.

IX. Old Abbott Library

A. Cy Pres Update

Town Council sent the signed Cy Pres to the Attorney General's Office which was filed on June 4, 2015.

B. Interim Plan/Building Use

Terri, Denise, Mary, and John Wilson looked at the budget which would be necessary to open the Old Abbott Library for limited usage (programs) on an interim time frame. Denise presented a budget that would be approximately \$5000 above the current budget we have for heat, electricity, and other necessities to keep the building closed. Insurance coverage was a large part of the expense. Discussion followed regarding other details and logistics for opening the building. All depends on the Cy Pres clearance and the demand or request for usage. Terri suggested this presentation be a reference for future discussion. Terri and Tom hope that the sale of the building can be facilitated by the Select Board, with the \$250,000 Trustee share assigned. The use of the building will be settled.

X. Old Business

Carol questioned the use of bottom shelves in the new library. Patrons have difficulty getting books on the lowest shelf, and volunteers also have to work to reshel the books on the bottom shelf. Mary reported that our shelves are industrial grade and probably

couldn't be raised. The lower stacks were selected to give the library the open visual effect. Mary also noted that books do change place on the shelf as new books are added or rotated out. Books from the storage at Safety Services are gradually coming to the library shelves as well. Mary said the staff could make an effort to help anyone who needed to reach the bottom shelf. She will follow up on this.

Discussion followed regarding the space being used at Safety Services, and the discarding of older books.

Xan and Terri will continue to work on nominations to the NHLTA for Library and Trustee of the Year.

Mary and Terri will present the six month statistics for usage at the new library at the Select Board on June 29, 2015 at 7pm. All are invited.

Jane requested an update on the public street signs for the library. Mary will continue to follow up on this with the State for a sign on Route 11. Scott may be able to provide a library sign for the end of the Soonipi Circle, as well as a stop sign.

XI. Public Comment None

XII. Adjournment

Jim made a motion to adjourn, seconded by Denise, approved unanimously. The meeting was adjourned at 8:00pm.

Respectfully submitted,

Jane Frawley, Secretary