

Abbott Library Board of Trustees Minutes – Abbott Library

March 17, 2015

Trustees: Terri Jillson-White-Chair, Peter Urbach-Vice Chair, Denise Bressette, Xan Gallup, Sharon Palmer and Tom Mickle,

Alternates:

Excused absences: Jane Frawley,

Others present: Lois Gallup, Ann Nielsen, Carol Brudnicki, John Augustine

I. Chair's Remarks – Terri White (see attached)

Congratulations to Tom Mickle, Denise Bressette and Jane Frawley to their being elected to the Board of Trustees.

Officers Election:

Secretary; Jane Frawley, nominated by Terri, seconded by Sharon, approved unanimously.

Treasurer; Denise Bressette, nominated by Terri, seconded by Sharon, approved unanimously.

Chair; Terri Jillson-White, nominated by Xan, seconded by Tom, approved unanimously.

Alternates; Sharon Palmer will continue in her position as alternate having been reappointed to this position in January. Two alternative positions are now open and an application has been received from Lois Gallup expressing interest in one of the open Alternate slots Terri moved to accept application from Lois Gallup for the position of Alternate. Seconded by Sharon and approved unanimously. One Alternate position remains open. A posting will be made on the library website with anyone expressing interest will be asked to complete the Town of Sunapee volunteer form and forward to Terri.

II. Approval of Minutes –

Corrections:

Page 2 paragraph IX, Old Abbott Library line 5. Delete “assessed value of the building: to “the equity value adjusted for equalization rate”.

Line 8 delete “new”, with “replacement”, add to the end of the sentence, “which are considered maintenance items”.

Motion to approve as amended by Xan, second by Terri. Approved unanimously.

III. Report from the Friends of the Abbott Library – Dick Katz

Dick not able to be here tonight Friends meeting in February approved \$13,690 for programming this year.

IV. Report from the Abbott Library Foundation – Terri

Mar 4th. Established date for annual meeting with Trustees June 2nd. Busy working on fundraising for event Jul 16th. Generator to be funded with leftover monies from New Library Project. Fundraising will be for other items. The Foundation loan was not needed as early as projected due to many pledges being paid in advance

V. **Treasurer's Report – Denise Bressette (see attached)**

Balance sheet not going to reflect town funding until March report due to not receiving payment. We are in default budget due to town voting. Budget not reflected in report. Manifest of Bills 2/17/15-3/11/15: (see attached). After review, moved by Terri, seconded by Sharon, approved unanimously.

VI. **Director's Report – Mary Danko (see report)**

Grateful to Friends for funding.
Zinio magazine approved for small libraries by Friends.
Freegal downloadable music is increasing.
Increased programming because of new space.

Permission for staff field trip and lunch in Hanover. Rauner Library on Hanover Green Monday April 13 Terri made motion to close Library until 2pm that day, Sharon seconded. Approved unanimously. Trustees are invited to go.

Budget in Default - (see attached).

Mary stated that they did not put in utilities for new Library because it was not really part of the 2014 budget. Mary states that changes in health Ins, NH retirement, and step raising are covered in default budget. Not covered COL raises, and the increase in electricity/heat. Cuts to cover this are, internet access because of a Comcast discount from 917 to 335, programs 950 to 550. Legal Fees from 6500 to 3000, Books 26,500 to 23600. Non print from 7000 to 6000, Large print from 2000 to 1000. This will bring us in line for default funding, within 500 of necessary cuts. Sharon made motion to adopt budget revision, second by Terri, approved unanimously.

V. **Book Sale Committee – Xan Gallup**

Book sale sorting. Put on hold due to library use definition by Cy Pres petition.

VI. **Chair's Report – Terri White (see attached)**

Peter Urbach resigning his trustee position effective at the end of this meeting due to moving out of the area. (see attached) Move to accept by Terri with regret, second by Sharon. Approved reluctantly. Terri stated that a tremendous amount of hours has been put in by Peter toward the Abbott Library and is much appreciated and he will be greatly

missed. Terri recommended Carol Brudnicki and discussed it with her and she would be honored to fill Peter's unexpired term through March 2016.. Terri moved to have Carol Brudnicki fill the unexpired term of the vacant trustee position and Denise seconded. Motion unanimously approved. Application will be sent to Select Board for approval at their next meeting.

Volunteer hours to be logged.

This will have grand total of hours, but breakdown of trustees, volunteers, and friends. This can be used toward grants. Approval of hours form can (linked) to Library website for capture. Move to approve volunteer form by Xan, seconded by Terri. Approved unanimously. Will start next month.

Foundation appointment.

Terri states that there is another spot available on Foundation Board. Please let Terri know of interest so that she can bring it to the Foundation Board.

Representative to selectmans meeting.

With Peter's resignation, we will not have a consistent representative to the Selectmen's meeting. Many items that are not on the agenda may be discussed and it is nice to have representation there to discuss things. Consider sharing if Terri is not available. For added information, trustees need to subscribe to get the Selectman's agenda and meeting minutes. Please go to the Town website sign up.

Vice Chair position now vacant.

Xan volunteered. Terri nominated Xan and Sharon seconded. Nomination approved. Signatures needed. Terri/Xan/Denise approved to signed on bank accounts LSB SRB. Denise to follow up to get paperwork/signature cards completed

Roles of Trustees with Terri. Lois and Carol to meet for refresher/introduction to trustee position.

Excited for new agenda this year and meeting the challenges for the next year.

VII. Old Abbott Library – White/Danko/Urbach

Cy Pres update.

Selectmen Agreed to terms of equity. Town attorney asked for clarification of Library use. Discussion ensued about the response from the AG's office. May get approval from court and not seek AG's approval. After review by the Selectmen and Trustees, another review will take place with the AG's office to try and seek approval. Town attorney and Trustees attorney will complete the petition by the end of month and send to Selectman/Trustees to review and approve in early April. A special meeting will be held for that approval.

VIII. Old Business/Other Business – none

IX. **Public Comment –**

John Augustine asked for budget default clarification looks like approval for 2% rather a 3% increase in non-personnel items due to default budget. Bulk of increase due to new building size, but the Library is still maintaining size of staff, by use of volunteers.

Community room. Anticipate future community room options to come up at discussions so that it can be factored in with current ideas.

Terri would like to see transition of planning of strategic planning of outlook of old building use. Increase in patrons and library use, with current staffing the way it is. She stated that the more clear the vision, the more opportunity for support. Mary would like private/public partnership for community library meeting room possibilities. Discussion ensued regarding advantages of having meeting room in old building vs new building.

Motion to adjourn by Sharon, seconded by Tom.

Meeting done at 1952 hrs.

Respectfully submitted

XP Gallup