

**Abbott Library Board of Trustees Minutes
Town Hall Meeting Room – April 15, 2014
Approved**

Trustees: Terri Jillson White, Chair; Peter Urbach, Assistant Chair; John Wilson, Treasurer; James Gottling, Secretary, Jim Currier; Xan Gallup; and Tom Mickle
Alternates: Denise Bressette, Jane Frawley, and Sharon Palmer
Director: Mary Danko
Others: Sue Gottling, Selectman (for 25 minutes); John Augustine; Anne Nilsen; Jeanne Wilson

I. Chair's Opening Remarks – Terri White

Terri opened the meeting at 6:30 p.m.. She said that the Attorney General said the Treasurer's position had to be filled by a Trustee. John Wilson has agreed to continue as Trustee until the next election. Xan Gallup moved, with second by Jim Gottling, to elect John Wilson as trustee for the rest of the session. This motion passed unanimously, except for John Wilson's abstention.

II. Approval of Minutes of March 18, 2014 – Jim Gottling

Terri noticed that John Walden's name should be spelled with an 'e' on page 2, Section V. With this correction and no other errors noted, Tom Mickle, with second by Terri, moved to approve the minutes as corrected. This motion passed unanimously.

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

Dick Katz was still not present because of his continuing Tuesday night commitment. Terri said for Dick that the Friends were pleased to be invited to the joint meeting of the Foundation, Friends, and Trustees on June 26 at the Knowlton House. Mary Danko commented that the Friends plant sale is scheduled for May 17.

IV. Treasurer's Report – John Wilson

Review/Financials: John Wilson said that the Profit and Loss Budget vs. Actual report for January 1 thru March 31, 2014 was over budget by about \$18,000. Peter Urbach asked about the item "2012 – Remainder FY 2012." Peter did not know why there was a positive amount remaining. Mary Danko said she would look at that. Peter also asked about the item "999 – Trust&Fines Expenses – Restricted" expense item of \$10,400. John explained that this item was for the \$8,900 expense for KOHA and \$1,500 for computers.

Review/Approve Manifest of Bills: Terri suggested having individual motions for each manifest.

Xan Gallup moved, with second by Terri White, to approve the New Library Capital Campaign Manifest of Bills for March 18 through April 14, 2014. This motion passed unanimously.

Tom Mickle, with second by Jim Currier, moved to approve the Abbott Library Manifest of Bills for February 11 through April 15, 2014. This motion passed unanimously.

John Wilson said that the Trust & Fines account has been converted from a savings account to a checking account.

V. Director's Report – Mary Danko

Mary Danko said that the KOHA system has been working well for several months, and the staff is adjusting beautifully to this new program.

The library has been partnering with the LSPA, whose personnel have been helping to prepare two summer reading programs and also have worked once with children in the After School program. They will return in a few weeks.

Mary said the new library hours would begin on May 1st. The new hours will be:

Monday	9:00 a.m. – 8:00 p.m.
Wednesday	9:00 a.m. – 6:00 p.m.
Thursday	9:00 a.m. – 6:00 p.m.
Friday	9:00 a.m. – 6:00 p.m.
Saturday	9:00 a.m. – 3:00 p.m.

Mary Danko is a member of the town's Joint Loss Committee. She reported working to assure that the library is in good shape for the OSHA visit to inspect town buildings and grounds, which will take place on May 1. This work includes updating the town's Safety Manual, looking closely at the library's workspace and preparing a Material Safety Data Sheet (MSDS) that lists all hazardous materials. Xan Gallup and Jim Currier gave examples of the sort of information that should be in the MSDS.

Mary gave a photo presentation about the Public Library Association Conference that she attended last month. She mentioned a nature-matching panel, inexpensive small computers, and laser-cutting devices. An event from that conference was demonstration of a 3D printer. Urbach, Wilson, and Danko visited the Keen library to see their 3D printer in action. A cell-phone charging stand printed with a 3D printer was shown as an example of a printed object. Peter Urbach said that such a printer could cost as little as \$2,500 to \$3,000, which could be purchased perhaps with Friends support, there would be little operating cost, and volunteers could be trained to show the public how to operate this 3D printer. Peter Urbach moved, with second by Terri, to have Mary Danko develop a program to provide a 3D printer in the library for use by the public, perhaps with the support of the Friends and the help of some volunteers to make it happen. This motion passed unanimously. Peter said that a 3D printer could be in place at the new library's opening.

VI. Chair's Report – Terri White

Terri corrected her comments in her written report regarding the Fire Fighters meeting. At that meeting she was awarded the 2014 outstanding Sunapee citizen of the year. The presentation was a surprise to Terri, and Mary Danko and others aided in the surprise.

VII. Old Abbott Library – White/Urbach

- The visioning session was well attended.
- The public's consensus was to keep the old building.
- Xan Gallup said that the trustees should not give the voters the idea that the trustees just want another hand out. We need to have a plan to present to the town for use of the trustee's equity in the old building.
- Tom Mickle: "This is another marketing effort."
- Peter Urbach: The Selectboard met April 7, and they were impressed that the public sentiment at the visioning session was to keep the old building. The Selectboard

understood that they would have to buy out the Library Trustee's equity in the old building. Without holding a vote, they felt there should be a warrant article at the March 2015 town meeting to pay the trustee's their equity and make the old building a town building. First there had to be a survey of the lot, followed by an appraisal to determine the market value of the property. Concurrently, the town attorney would have to prepare one or two cy pres petitions to present to the Court before the town could proceed with a warrant at the town meeting. Following Mary Danko's question, Peter said that another visioning session is planned for June 30, where more details would be included about costs and options. The first cy pres petition would transfer approximately 70% of the market value of the old building to the Abbott Library Trustees; the other would transfer all of the market value of the old building to the Abbott Library Trustees. Peter had suggested to the board that the Hydro Fund could be used to purchase the trustee's equity.

- Xan Gallup expressed concern about the town possibly not approving transfer of equity to the trustees. Peter Urbach said that use of the old building has to be for a library purpose.
- Peter said that Donna Nashawaty understands that she should have help in preparing for the next visioning session.
- Jim Currier and Terri White thought that with good planning the old building could generate income. Terri would follow up with Donna about the presentation.
- Tom Mickle thought it would be helpful if the trustees provide suggestions about our hopes for the building. He said that what happens about the old building needs good marketing.

VIII. Report from the Abbott Library Foundation (ALF) – Terri White

Terri said that Mindy was the “right person at the right time” to lead the foundation. Jean Molloy, who is doing an excellent job, has now replaced Mindy. New members of the ALF include Luke Gorman and Anna Minor. Funds need to be raised to complete the radiant heating system. An annual meeting is being planned for March 2015. Shannon Martinez, who planned last fall's party, will be doing the May 31 construction event and the annual party next March. Terri asked trustees for thoughts about the grand opening party. Peter Urbach thought the trustees should drive those party plans. However, it was noted that the foundation has the funds. Mary Danko said that a newsletter about the new library's progress is being prepared to send to donors.

IX. New Abbott Library – Urbach/Danko/Wilson

Peter Urbach reported that installation of the skylight is complete. Mary Danko is now involved with details about the interior, meetings with T-N have been good, and construction work is on schedule and on budget, although there has been some use of contingency funds. Jim Gottling asked and was told that the Pat Hand garden will be moved and placed next to the new library's flagpole and that the time capsule would remain at the old library if that building is not sold or the time capsule would be moved to another town location if the old building were sold.

X. Old Business – None

XI. Other Business

Mary Danko told a story about a library patron, who had spent many hours at the library preparing details about her genealogy to complete her application to become a member of the DAR.

XII. Public Comment

John Augustine suggested not reading too much into results of the visionary session, as that meeting's population may not have been representative of the entire town. John was concerned that if the building stands vacant for long after the new library is opened the voters would not want to support buying out the trustee's equity. He urged having more detailed facts and figures at the next visionary session. Later, he suggested that the trustees be prepared for a possible petition warrant article that would require sale of the old library building. Terri said that although disposition of the old building is not under the trustee's control there have been a number of expressed interests in the building, but these were without good plans.

XIII. Adjournment

On motion to adjourn by John Wilson, with second be Tom Mickle, the meeting adjourned at 8:03 p.m. following a vote of unanimous approval.

Respectfully submitted,



James G Gottling, Secretary