

Abbott Library Board of Trustees Minutes
Town Hall Meeting Room – May 20, 2014
Draft

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, and Jane Frawley

Director: Mary Danko

Others: Anne Nilsen, Mindy Flater, Karen Atwood, Linda Urbach, Jeanne Wilson, David and Sharon Montambeault, Nancy Chamberlain, Joyce Martin, Heather Weir, Shirley Weir, and Paul Howe

I. Chair’s Opening Remarks – Terri White

Terri opened the meeting at 6:30 p.m., and then announced that the Abbott Library Board of Trustees would honor Sharon Montambeault for her 35 years of service to the Abbott Library and its patrons. Mary Danko then added words of praise and thanks for Sharon’s years of service to the community. Terri said that Sharon’s husband, Dave, had urged Sharon to apply for the library position 35 years ago. Sharon received gifts from the Library Trustees, the Foundation, the Friends, and the staff of the library.

Terri presented the following motion, with second by Jim Currier: “Resolved, that the Abbott Library Board of Trustees declare Wednesday May 28, 2014 to be known as Sharon Montambeault Day in recognition of the extraordinary service that Sharon Montambeault has provided to the Library and to the residents of Sunapee over the past thirty-five years.” This motion passed unanimously

II. Approval of Minutes from April 15, 2014 – Jim Gottling

Terri said that in the next to last bulleted item on page 3 the person identified as Tom Currier should be either Jim Currier or Tom Mickle. Subsequent review of the tape identified that person as Jim Currier. Peter Urbach suggested changing the next to last sentence to “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.” Xan Gallup, with second by Jim Currier, moved to accept the April 15, 2014 minutes as amended. This motion passed unanimously.

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

Terri reported that she had no report from the Friends of the Abbott Library. Dick Katz was not present.

IV. Report from the Abbott Library Foundation – Terri White

Terri, commenting about the May 7th written report of the Foundation, said that the Foundation had agreed that the Trustees should take over the planning of the grand opening, with help from the Foundation and others when needed. She also said that the date for the joint meeting remains to be decided, as the date originally scheduled at the Knowlton House has not been honored by the LSPA. The Foundation bylaws call for a joint meeting with the Library Board of Trustees in June, so that month should be when the meeting is scheduled.

V. Treasurer's Report – John Wilson

A. Review of Financials

John Wilson said that the Total Expenses were about \$2000 under budget. There is a balance of over \$50,000 in the bank. There were no questions about the Abbott Library Profit and Loss Budget vs. Actual for January through April 2014.

B. Review/Approve Bill Manifest

Jim Currier moved, with second by Tom Mickle, to approve the New Library Capital Campaign Manifest of Bills for April 14 through May 19, 2014. This motion passed unanimously.

Tom Mickle moved, with second by Xan Gallup, to approve the Abbott Library Manifest of Bills for March 13 through May 20, 2014. This motion passed unanimously.

VI. Director's Report – Mary Danko

Mary Danko reported that the new library hours are in place and the staff is adjusting to them well, despite sickness among the staff during April. The visit by the NH Dept. of Safety has been postponed, allowing more time to be sure that conditions at the library are in order. She said that a recent demonstration of a 3D printer by student Sam Nosenzo had been well received by various interested parties. There has been a lot of decision-making regarding the new library project. Mary attended a New Hampshire Library Trustee training session and also went to a town department head meeting, where plans for a town Employee Time Bank were discussed. Ongoing library programs were discussed including the children's meeting with therapy dog, Bumble Bee, and owner, Abby Brown. Terri suggested contacting Chief Cahill to place a message on the flashing portable sign about the new library hours. Jim Gottling asked about the library statistics that increased this month. Mary responded that the library has been working with patrons to help them with their electronic devices, which may account for the increased use of these services. Peter Urbach asked if there were any plans to use the old library circulation desk, which was donated by the Goddards, at the new library. It was suggested using it in the café area. Mary will follow up on this issue.

VII. Chair's Report – Terri White

A. Review Summer Schedules

Terri reviewed the summer dates. The trustees will meet on 6/17, 7/15 (Peter will chair that meeting,) and 8/19. Meetings in September and later can be held at the new library!

B. Grand Opening Planning

Terri suggested that the grand opening event could take place on Saturday, September 20. Peter Urbach suggested holding the event earlier to allow for attendance by summer people. He felt that the library did not have to be completely operating before the event takes place. Mary and Terri will talk with other libraries about their opening plans. Terri called for volunteers from among the trustees and alternates to work on a committee to plan the opening. Jim Currier, Tom Mickle, Xan Gallup, and Jane Frawley will work on this committee, along with Sharon Palmer, who was not present but had volunteered.

VIII. Book Sale – Xan Gallup

Xan Gallup spoke about work on the book sale, which is getting underway. Donations of books will increase after Memorial Day. Terri White has a machine that can be used to lift boxes of books on and off of a truck. Jim Currier also has a machine that could be

used. There was discussion about advertising of the book sale using a sign at the information booth and ads in the Shopper, on the website, or flyers at the schools.

IX. New Abbott Library – Urbach/Danko/Wilson

Peter Urbach reported the following about the new library:

- The completion date has been delayed to August 15, however that date could be moved earlier.
- Costs are on target, and the remaining contingency equals 10%.
- The remaining contingency funds could be used for the furniture budget, however it is too early to be sure if all of those funds will be available.
- The concrete floor was poured last week during one day from 6:00 a.m. to 8:30 p.m.
- The interior walls will be installed next week.
- Mary, with help from the library's staff, has been selecting furnishings.

Jim Gottling asked Peter Urbach if they have been pleased working with architect Tennant/Wallace and builder Trumbull-Nelson. Peter said that the architect and builder have done wonderfully, working around problems, such as the drainage problem. Mary commented that a patron asked her about roof ventilation. She was able to tell that person later that the vents had yet to be punched out and would be solar operated!

X. Old Abbott Library

Peter commented that the second visionary meeting regarding the old library building would be held on June 30. Mary said that she told people at the department head meeting that acoustics were not good at the Sherburne gym, but she learned that the meeting could not be changed to the school, which accommodates only 60 people. Mary told Donna that the moderator needed to repeat questions and speakers should be at the front of the meeting. Peter said that Donna would share plans earlier, i.e. before the meeting begins.

XI. Old Business – None

XII. Other Business – None

XIII. Public Comment – None

XIV. Adjournment

Jim Courier, with second by Tom Mickle, moved to adjourn the meeting. This motion passed unanimously and the meeting adjourned at 7:48 p.m.

Respectfully submitted,



James G Gottling, Secretary