

Abbott Library Board of Trustees Minutes
Abbott Library Meeting Room – October 29, 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; Dick Katz, Friends Chair; Anne Nilsen, Jeanne Wilson, and John Augustine

I. Chair's Opening Remarks - Terri White

Terri opened the meeting at 6:30 p.m. with a statement of amazement about the new Abbott Library, where the meeting is being held.

II. Approval of Minutes - Jim Gottling

A. September 16, 2014

Terri noted a typographic error, where a semi-colon had been inserted within Jeanne Wilson's name in the list of "Others" and omission of a "w" from Jane Frawley's name in Section IX, Item C. Xan Gallup moved, with second by Tom Mickle to approve the minutes of September 16, 2014 with these corrections. This motion passed unanimously.

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

Dick Katz expressed his wonder and amazement about the new library, which the Friends had helped to create with their donations, which Terri noted were the largest contribution from any private donor. Dick said that there is a meeting scheduled for the Friends at the library on December 3 at 5:30 p.m.

IV. Report from the Abbott Library Foundation - Danko/White

Terri, reporting for the Foundation, said that the gala spring event, to be cohosted by Walt and Ellie Goddard, has been rescheduled for summer, July 23, 2015 at the library in order to allow summer people to attend. She said that the Thursday's Child dinner at the New London Inn raised \$580 for the Foundation. Also, Terri said that the Foundation is looking for board volunteers. They need to replace Anne Nilson with someone who can manipulate their data base.

Peter Urbach said he had spoken with a Foundation Board member about what the Foundation could do now for the library. It seems that raising funds for a community meeting room might be too ambitious at this time. The most important item might be to raise funds to obtain and install an emergency power generator. Peter thought that this project might cost \$50,000, although some suggested that it could be less. Peter said that a power-line conduit already is in place. John Wilson moved, with second by Peter Urbach, to recommend this generator project to the Abbott Library Foundation. Jim Gottling suggested setting up a list of library project priorities, and Peter Urbach said that installing a generator should be done with dispatch. Several trustees noted the importance of protecting the building in the event of a power failure during a cold period, and John Wilson thought that there might be some funds left over from the library project. The motion then passed unanimously.

V. Treasurer's Report - John Wilson

A. Review Financials

John Wilson said that the Profit & Loss Budget vs. Actual for January through September 2014 is \$20,000 under budget for the first 9 months. However, no insurance bill has been received, all of the year's magazine subscriptions have not been paid, and additional payroll incurred in the move is not included. Peter Urbach asked about the \$21,700 (Item #46491) listed under "Remainder FY 2013." May Danko said that this amount usually is spent by the next month. Peter also asked about the difference between the "Facilities" expense for Jan – Sep 14 (\$6,699) and the Budget amount (\$12,187) for this period. Mary said that the budget amount was prepared last year based on occupation of the old building for a half year and the other half year in the new building. However the move to the new building was delayed, so more time was spent in the old building than had been planned.

B. Review/Approve Bill Manifest

Terri moved, with second by Xan Gallup, to approve the Manifest of Bills for September 16 through October 29, 2014. This motion passed unanimously.

VI. Director's Report - Mary Danko

A. Update on New Abbott Library

Mary said that the move went very well. The moving company did an outstanding job, and there were many volunteers, including Steve and Anne Nilsen. The community response to the new building has been enthusiastic. There have already been requests from 3 groups to use the library for meetings. Nicole Chartier, a teacher working with the high school honors group, hopes to provide students to work as instructors helping patrons learn to use technical equipment.

B. Veteran's Day Holiday

Veteran's Day falls on a Tuesday this year. The staff normally does not work on Tuesdays, so Mary suggested using that day off on the day before Christmas instead. Accordingly, Tom Mickle, with second by Jim Currier, moved to give the staff off the day before Christmas in exchange for their having missed their normal Tuesday day off on Veteran's Day. This motion passed unanimously.

C. Budget

Mary reviewed the budget items. John Wilson moved, with second by Jim Currier, to approve the proposed budget. This motion passed unanimously. Terri urged all trustees to attend the budget meeting, scheduled for November 7, 2014. The library budget presentation is scheduled for 8:45 a.m. to 9:00 a.m.

VII. Chair's Report - Terri White

Terri said that the Book Committee report would be postponed until the November meeting, due to the extensive list of items at this evening's meeting. She spoke enthusiastically about the move, and thanked voters and donors for their contributions to this project. She is scheduling meetings with groups to talk about partnering with the library.

VIII. Old Abbott Library - White/Urbach/Danko

A. Cy Pres Petition Update

Peter Urbach said that the cy pres issues between the town and library have been discussed. These issues are half resolved. The second half of the issues are in the hands of the town and library attorneys. Four items remain to be resolved:

- Appraisal of the old building
- Distribution of federal library funds (\$14,000) to be either equity portions by town, library, or both
- Determination if town's contribution of library windows was maintenance or equity
- Town reflooring done in 2010 to be treated as maintenance or equity

Depending upon how these issues are resolved, the library portion of the equity can vary from 42% to 72% of the building's value. The result of this deliberation will result in a town warrant article, which needs to be ready by early January.

IX. New Abbott Library

A. Oversight Committee Update - Urbach/Danko/Wilson

Peter Urbach said that T-N is working on the punch list and that the equipment to operate the radiant heating remains to be installed.

B. Opening Event – Nov. 15 - Jane Frawley

Jane Frawley said that the Grand Opening event on Saturday, November 15 would include a ceremony between 10 and 11 on the library's front porch with refreshments served inside from 11 to 1. Trumbull-Nelson will provide a speaker, and a town or state representative will talk. Trumbull-Nelson will be footing the bill for the party, providing food and advertising. Jen Duda will bake a cake. Abbott Library engraved pencils will be given as handouts. The party invitation will appear on both the town website and in the Kearsarge Shopper.

X. Old Business/Other Business

Terri said that the trustee's mail boxes are in the new library's staff room. The key to this room is at the front desk.

Gifts need to be arranged for construction manager, Bruce Summersall, and President Larry Ufford, both of T-N.

XI. Public Comment

John Augustine suggested publicizing the library by comparing cost per square foot and cost per patron's use for the two facilities.

Sue Gottling said more chairs were needed near the fireplace. Mary Danko said 2 more chairs are coming.

Peter Urbach mentioned that the circulation desk had been crafted by Jim Currier, with help from Dave Montambeault.

Terri announced that John Walden will attend the Grand Opening.

XII. Adjourn to Nonpublic Session 91-A:3, II(a) – dismissal, promotion, or compensation of any public employee

Terri moved, with second by Jim Currier, to enter Nonpublic Session, specifying RSA 91-A:3, II (a) as the reason. This motion passed unanimously and the Nonpublic Session opened at 7:57 p.m.

Upon return from Nonpublic Session at 8:19 p.m., Terri indicated that the minutes of the Nonpublic Session had been sealed permanently to avoid adverse personnel publicity.

XIII. Adjournment

John Wilson moved, with second by Jim Currier, to adjourn. This motion passed unanimously and the meeting adjourned at 8:21 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "James G. Gottling".

James G Gottling, Secretary