

**Abbott Library Board of Trustees Minutes**  
**Abbott Library Meeting Room – December 16, 2014**  
**Approved**

Trustees: Terri Jillson White, Chair; Peter Urbach, Assistant Chair; John Wilson, Treasurer; James Gottling, Secretary, and Jim Currier;  
Alternates: Denise Bressette and Sharon Palmer  
Director: Mary Danko  
Others: Sue Gottling, Selectman; Dick Katz, Friends Chair; John Augustine; Anne Nilsen; and Jeanne Wilson

**I. Chair's Remarks – Terri White**

Terri opened the meeting at 6:30 p.m. and said that Alternates Denise Bressette and Sharon Palmer would sit in for Xan Gallup and Tom Mickle. Both Xan and Tom had excused absences.

**II. Approval of Minutes – Jim Gottling**

A. November 18, 2014 – Jim Gottling asked if there were any corrections to the minutes of November 18, 2014. Terri said that the last sentence on page 2, Section XI the “motion to enter Nonpublic Session” was a roll-call vote. Terri added that her remark following coming out of Nonpublic Session should end after the word “permanently.” On motion by Jim Currier, with second by Denise Bressette, the minutes of November 18 were unanimously approved as corrected.

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

Dick Katz reported that contributions are still coming in to the Friends of the Abbott Library, and the total now is above last year's total.

**IV. Report from the Abbott Library Foundation**

Terri said that the Foundation met just after the Friends recent meeting. The Capital Campaign is now officially closed, and the Foundation is working to raise \$50,000 for a back-up generator for the library. Jean Molloy is working with Walt and Ellie Goddard who will host an event this summer to raise this amount. Originally planned for July 23, this event will be rescheduled to avoid a conflict with the Ausbon Sargent event scheduled for that date.

**V. Treasurer's Report – John Wilson**

A. Review Financials – John Wilson reported that the Profit & Loss Budget vs. Actual for January through November 2014 is \$14,294.51 under budget. He said that the final figure for the year should be less than this amount when the software and subscription bills come in.

B. Review/Approve Bill Manifest – John said that the Manifest of Bills for November 4 through December 15, 2014 is \$947.30 under budget. Sharon Palmer moved, with second by Denise Bressette, to approve the Manifest of Bills for November 4 through December 15, 2014. This motion passed unanimously.

**VI. Director's Report – Mary Danko**

Mary Danko reported a major increase in library use. She is pleased that the meeting room use will be included in the library report, which appears on the website using Google Calendar. The number of children's sessions on library computers will be recorded. Training of personnel with the system has occurred. The radiant heating system is operating. Noise at the front door due to fans cannot be eliminated, but may be reduced

in pitch. Work continues to set the lights properly. Jim Currier suggested installing a sensor to control the light on the drop box. Terri thought that keeping lights on until midnight was excessive and that keeping lights on for one hour after closing would be optimum. Mary will see about lighting the drop box with a sensor-controlled light. If there is a power outage, Mary said that emergency lights would light the library. She did not know how long the battery would operate the emergency lights. She has been told that the high room lights are very efficient and thought they might draw only 20 amps. Mary said that the meeting room is being used - there was a chess tournament there on Saturday and the parking lot was nearly full. Volunteers have been added for shelving of books. There was discussion about adding a storage shed outside for garden items and a snow blower. The snow blower might be shared with the Recreation Committee, but it is not clear where it would be stored.

Mary presented a draft of a proposed Art Display Policy. Jim Currier moved, with second by John Wilson to approve the draft of the Art Display Policy. This motion passed unanimously.

Mary also presented a draft of a proposed Bulletin Board Policy. With the change of one word in the policy by Terri, Sharon Palmer moved, with second by Jim Currier, to approve this Bulletin Board Policy. This motion passed unanimously.

#### **VII. Chair's Report – Terri White**

A. Review/Approve Alternates – Terri suggested that the trustees not wait until January to recommend reappointment of the three alternates to the Selectmen. Terri moved, with second by Peter Urbach, to recommend to the Selectmen that Denise Bressette, Jane Frawley, and Sharon Palmer be approved as Alternates to the Abbott Library Board of Trustees. This motion passed unanimously, including affirmative votes by Denise and Sharon.

B. Update/Legal Line Item from November Meeting – Terri, following up on her charge by the trustees to resolve the issue about use of funds for legal payment by the trustees to be made from the library's budget, said that Donna had agreed to retain \$3,500 in the town's legal budget item and \$6,500 in the trustee's legal budget item.

#### **VIII. Old Abbott Library – White/Danko/Urbach**

A. Cy Pres Petition Update – Peter said that the cy pres petition remains in the hands of the trustee attorney, the town attorney, and the Attorney General (AG) office. There have been three briefs submitted to the AG office: one by the town attorney, one by our attorney and a rebuttal by the town attorney. This issue may not be resolved for a while.

B. Furnace/Maintenance – Terri reported that Donna decided to have Goodrich replace the oil tank at the old library before any serious leak might occur. The Goodrich price was \$500 less than the Irving Oil price. Peter Urbach said that protecting both the town's and the library's equity interest in the old library was the town's responsibility, but the \$1,747.81 amount could be paid to Goodrich using the library's \$5,000 line-item maintenance fund. Once that fund is exhausted, any further payments would be up to the town. Jim Currier moved, with second by John Wilson, to authorize payment of \$1,741.81 to Goodrich Oil Co. for the oil tank replacement. This motion passed unanimously.

**IX. Old Business/Other Business – None**

**X. Public Comment**

John Augustine asked about the AG's task regarding the cy pres petition. Was it the amount? Peter said that the AG would decide the percentage interest of the town and library in the equity of the old library building. At issue was the equity contribution from windows, floors, and a federal grant. Any of these items could affect the library and town contributions toward their share of the equity. The AG office would not render an opinion about the value of the building.

**XI. Adjournment**

Jim Currier moved, with second by Sharon Palmer, to adjourn. This motion passed unanimously, and the meeting adjourned at 7:27 p.m.

Respectfully submitted,

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

James G Gottling, Secretary