

Abbott Library Board of Trustees Minutes
Town Office Meeting Room – May 15, 2012
Approved

Trustees: Terri Jillson White, Chair; Peter Urbach, Assistant Chair; John Wilson, Treasurer; James Gottling, Secretary; Barbara Hollander; Jean Molloy; Peter Spanos
Alternates: Xan Gallup, Tom Mickle, and Anne Nilsen
Director: John Walden
Others: Sue Gottling, Selectman; Dick Katz, Friends Chair; Mary Epreman

Chairs' Opening Remarks

Terri White opened the meeting at 6:30 PM with the announcement that Tom Mickle and Anne Nilsen had been approved as Alternates by the Select Board. Terri received assurance from Tom and Anne that they had been sworn in. Terri then asked for approval of the minutes of April 17, 2012.

Approval of Minutes

Jim Gottling suggested three changes for the minutes of April 17, 2012:

- Insert "Regarding the draft of the minutes of March 20, 2012," at the beginning of the second paragraph in Section II.
- Add space before the third paragraph in Section II and remove indentation to make clear that the paragraph is not a part of Section II.
- Italicize "300 – New Library Capital Reserve" in the second paragraph of Section V to clarify that those words are an item.

Barbara H, with 2nd by John Wilson, moved to approve the minutes with changes as suggested. The motion passed unanimously.

Report from the Friends of Abbott Library

Dick Katz reminded us that the annual plant sale is scheduled for this Saturday from 9 to 1 AM on the library lawn. Thursday, May 30 at the Friends annual spring meeting, to be held at the Church, Rebecca Rule, Yankee Humorist, will provide entertainment. Also, at the meeting, the Friends will provide cookies and hors d'oeuvres using 7 recipes from the Taste of Sunapee cookbook. On July 14 the pancake breakfast will be held at the Safety Services building.

Treasurer's Report

John Wilson pointed out that the *Capital Campaign Balance Sheet* is dated May 11, 2012, to show its position with the merger of the two checking accounts. He also mentioned that the bulk of the amount in Capital Outlay account 750 was from the disk repair unit. Income from that equipment will begin to appear by the end of May.

Peter U asked if there were any funds left with the Town in the Capital Campaign. John said that item 300 – *New Library Capital Reserve* is the amount held by the Town (Trust fund.) Peter asked how much of the total funds will be left after the land purchase. Wilson said he thought there would be about \$70k left, plus the \$10k in the Trust fund.

Peter asked about item 802-A – *Books* that was spoken about last month. Walden said that item appears over budget now, because the income for that expense was received last year. There is no way for this year's accounts to show this result.

Chair's Report

Terri spoke about the three planned events for July 14 – Friends pancake breakfast (7 AM to 11 AM) at the Safety Services building, book sale (8 AM to 1 PM,) and library site tour (8 AM to 2 PM) and noted that Jim G has agreed to collect information about these to place in a Shopper ad and a flyer to promote these events. Walden is working with the school athletic director to have students help with transporting books. Terri and Mindy are working to produce a handout to use at the site tour that will include bullet-points about the library.

Director's Report

John Walden reviewed the items that appear in his written report. In regard to the Abbott Library Statistics, John noted that circulation was down in April 2012 compared to April 2011. He thought that might be due to the better spring weather this year, keeping people outdoors more.

Book Sale

John Wilson has his volunteers' list from last year. Xan Gallup had a question about when loading of books will begin Friday before the sale. John said that last year the work began in midafternoon.

New Abbott Library

A. Land Purchase Update

The closing on the land purchase has been extended by mutual consent to June 1 to deal with details regarding easements. In particular, a drainpipe that should lead to a rock pile is not in place. As a result, drainage water has been moving from the Sunapee Center site onto the library site. The Bank has agreed to pay for the pipe installation, as it should have been done as part of the Sunapee Center site work.

Terri said that she and Peter Spanos would prepare an announcement to place on the web site and as a press release when the sale is completed.

B. Cy Pres Petition

Peter U said that the paper work for the cy pres petition was filed with the Court April 28.

C. Review – 5/21 Meeting

The meeting to discuss construction options, originally scheduled for May 21, has been rescheduled to 6:30 PM on Wednesday, June 6 at the Safety Services building. As this meeting is a public session, there was discussion about who should be invited to participate, in addition to those already invited (Eric Paulsen of SMP Architects and Ken Holmes of North Branch Construction.) Peter U thought that it would be appropriate to invite local building contractors to attend, but he stressed that this is not a bidder's conference. The purpose of this meeting is to provide us information about how to proceed with the construction project.

D. Promotion/Advertising

Terri had no major comments about promotion; she just mentioned that we will be working on the promotion for the July 14 events.

E. Foundation

Terri W, reporting for Mindy, said that letters have gone out to those who have made pledges to the Abbott Library Foundation asking them to recommit to their pledge by signing a new form that does not include reference to the two warrant articles. The new

form also includes a check box to indicate if donors wish to keep their donation anonymous.

At a meeting last Wednesday each Foundation Director was assigned previous Ski Tow Hill campaign donors to contact who had withdrawn their donations, to see if they might contribute to the new campaign.

The Foundation plans to ask Advisory Committee members to contact people over the summer months to seek campaign support.

Terri reminded us that a joint meeting of the Abbott Library Foundation Board and the Abbott Library Trustees has been scheduled for 5:00 PM on Wednesday, June 13 at the Safety Services building. This meeting, which will follow a closed Foundation meeting starting at 4:00 PM, will be open to the public. A social period will follow.

Some Foundation directors met today in W. Lebanon with Christine Graham, who had made a presentation about fund-raising techniques to us in January, for further advice.

Old Business – None

Other Business – None

Public Comment

Sue Gottling said that she had commented at the recent Selectman's meeting that the Friends had to pay for insurance coverage for the upcoming Book Sale.

Peter Mickle said that the Friends planned to obtain 500 more copies of the *Taste of Sunapee* cookbook for sale this summer, and these will be available from more vendors.

Non Public Session

Terri W moved to enter non-public session, based on RSA 91-A:3, II (a). With second by Peter Spanos, and unanimous roll-call vote of the Trustees, the meeting became non public at 7:36 PM. The non-public session ended at 8:45 PM.

Adjournment

A motion by Barbara H to adjourn, with 2nd by Jean M, was unanimously approved.

Respectfully submitted,



James G Gottling, Secretary