

Abbott Library Trustees Minutes

May 3, 2011 Meeting

Members present: Chair Terri White, Assistant Chair Peter Urbach, Treasurer Tracy Nangeroni, John Wilson, Jean Molloy, Barbara Hollander, Director John Walden. Alternates: Mary Epremian, Anne Nilsen.

Other Attendees: Jean Wilson, Sue Gottling, James Gottling, Tom Mickle, Dick Katz.

Chair's Opening Remarks:

- Terri received information about the annual workshop for library trustees given by the state Attorney General's office and forwarded it to the board. It is in Concord on June 7th. She asked everyone to let her know by May 9th if they plan to attend.
- There is a new feature on the library website that allows people to sign up to be notified when new information is posted to the website.

Minutes of Prior Meetings:

- April 5th Meeting: Peter U offered a correction to the Meeting with Town Officials section: that Claremont Savings Bank (rather than the library) would need to go to the Planning Board to reverse the condo designation. Motion by Barbara H to accept the minutes as corrected; second by John Wilson; motion approved unanimously.
- April 19th Meeting: Motion by John Wilson to accept the minutes as presented; second by Barbara H; motion approved unanimously.

Appointment of Alternate Trustee:

- The board considered Tom Mickle's application for the vacant alternate trustee position. Motion by Terri W to recommend to the Selectboard that Tom be appointed as an alternate trustee; second by Barbara H; motion approved unanimously.

New Library Discussion:

- ❖ Review of Purchase and Sale agreement: the board received the draft P&S from Claremont Savings Bank. Peter U had several suggestions for changes to the agreement. The board agreed with Peter's suggestions. Peter will take the documents to Donna Nashawaty who will pass them on to the town attorney for review. Peter's suggested changes:
 - Purchase price should be \$299,000, not \$299,900
 - Change date for transfer of title from April 1, 2012 to May 1, 2012
 - New language clarifying needed voter approvals
 - Under Additional Provisions – remove Appraisal
 - New language clarifying Claremont Savings Bank's right to approve the design
 - Add – approval of a bank loan satisfactory to the Town
- ❖ Update on campaign funds: Peter U reported that he and Anne Nilsen have made some progress on identifying people who did not respond to the 2007 return of donations letter. The work is ongoing.
- ❖ 501(c)(3) for campaign donations: at the last meeting the board decided it would make sense to establish a non-profit entity to accept donations for the new library. There are two options. One is the Friends of Abbott Library. The other is to establish a new non-profit charitable foundation. Terri W will be attending the Friends meeting on May 4th to discuss this. Terri is also getting information from Kilton Library in Lebanon about the process they went through to establish a non-profit entity. Kilton reported that Terry Knowles of the Attorney General's office helped them with all needed paperwork. Terri W is trying to contact Terry Knowles.
- ❖ Presentation to the Selectboard: Terri W, John Walden, and most of the members of the library board attended the April 25th Selectboard meeting. Terri updated the Selectboard on where we are in the planning

process for the new library. Members of the Selectboard encouraged the library board to continue with the work being done.

❖ Meetings with Lions Club:

- John Wilson, Peter Urbach and John Walden met with members of the Lions Club for further discussion of a proposed cooperative effort to add a community room to the new library building. A second meeting was held which included Chris Lizotte of SMP Architects to discuss design issues. John Wilson reported that the Lions seemed satisfied with what they heard.
- Peter U reported that the Lions made it clear that they have not yet made a decision.
- John Wilson and John Walden will attend the Lions Club meeting on Tuesday May 10th to answer any questions the rest of the group might have.
- The Lions would like to be able to have alcohol at their meetings in the community room and possibly have events like Bingo or Monte Carlo night. Motion by Peter U: in the new building community room the library board will permit beverages and entertainment to the extent that it is permitted by state law and town ordinances; second by Terri W; motion approved unanimously.
- Terri asked John Wilson to invite the Lions to the May 17th library board meeting.

❖ Voter Survey:

- Peter U presented a revised draft of the survey that will potentially be sent out in early summer. Some of the information in the draft might change depending on the Lions Club decision. Peter asked for opinions regarding the questions and the answer choices on the return postcard. There was general agreement that the questions and answer choices on the postcard are good. Peter remarked that we should get a better response rate to this survey since it is much shorter than the previous one.
- The board discussed which mail lists to use for the survey. Choices are the voter list, the property list or some combination of the two. When the Friends do their annual mailing they use a combination of the two. There was general agreement to mail to both the voters and the non-resident property owners.
- The board will discuss the survey again at a future meeting.

❖ New Library Promotion:

- Terri W will investigate the possibility of appearing on radio station WNTK in New London.
- Terri W suggested the board might want to hold an informational forum during the summer.
- Terri W suggested checking with Claremont Savings Bank (CSB) about the possibility of having a site visit for the public sometime during the summer. Peter U suggested getting the bank's permission to put a sign up on the site. Jean M will follow up with CSB.

Peter U reported that SMP Architects has designed several libraries in New Hampshire and that Chris Lizotte suggested the board and staff might want to visit one or more of these libraries for ideas.

John Wilson will chair the book sale this year. He has made arrangements for storage units. Volunteers are needed. Tracy reported that the Recreation Committee will be glad to include information about the Library Book Sale in their newsletter. The book sale will take place on Saturday July 9, 2011 from 9 am to 1 pm at the Sherburne Gym. Book donations are currently being accepted at the library.

Motion to adjourn by Tracy N; second by Barbara H; motion approved unanimously.

Meeting adjourned at 7:40 pm.

Next meeting Tuesday May 17, 2011 at 6:30 pm at Town Hall.

Respectfully submitted

Anne Nilsen
Alternate Trustee