

Members Present: Terri Jillson White, Faith Reney, Rhonda Gurney, Tracy Nangeroni, Peter Urbach, John Wilson, Barbara Chalmers, alternates Mary Epreman, Anne Nilsen

Members Excused: None

Attendees: Dick & Betsy Katz, Sue Gottling, Jean Wilson

From: Barbara Chalmers

On the above date, those noted above met at Town Hall; the following was discussed:

1.0 Secretary's Report:

20 July 2010 minutes: John Wilson made motion to approve, 2nd by Tracy, vote unanimous.

2.0 Friends: Dick Katz reported donations so far are a little behind, but he doesn't see any problems financially this year. He noted that the Friends program on September 14th 7 PM, Methodist Church is about the historical figure, Andrew Carnegie, who funded many of the nation's public libraries.

3.0 Treasurer's Report: (see July Account Summaries and Treasurer's Report)

a. Tracy noted book sale proceeds have been deposited. Building repairs/maintenance is over budget and funds will be transferred from Trust & Fines account to help cover the dehumidifier cost. Program supplies are over budget, Friend donation expected shortly to help off-set this. Software is over budget, but will even out by end of year.

b. Capital Account: One \$100 refund was made last month. Multi-donor refund request discussed earlier this summer remains pending. Funds need to be available for any refund requests.

c. CD Reinvestment: Two CDs are due early in September. Peter made an amended motion to invest \$100,000 in a Lake Sunapee Bank CD, which provides the ability to withdraw without penalty (for refund use) and the balance in other area banks at the treasurer's discretion based on yields. 2nd by John Wilson, vote unanimous.

d. Questions:

Peter: What is \$15,475 in Capital Campaign balance sheet: Tracy reported these are refunds. Nature of Gardner Fund and General Fund accounts? Tracy reported these are separate trust funds where only interest can be withdrawn for specific purposes. Tracy has requested an interest update from the fund Trustees.

e. Donor's fund report: Tracy has been in touch with John Mapley and reports that he has \$2,000 left to reconcile. He has been working on a spread sheet of details on the campaign. Terri will ask John to attend next month's meeting and share the spread sheet with Trustees. **Action by Terri**

4.0 Chair's Report: (see Chair's report)

a. Questionnaire: Board discussed modifications to the draft questionnaire and made a number of changes. Peter will provide a revised questionnaire to final review at next week's special meeting. **Action by Peter**

Terri wants the questionnaire to be mailed this fall, well in advance of the holidays.

Rhonda asked John Walden if he and the staff are ready to take on patron questions and potential stress that will be created by starting a new library planning process. John said that they are fine with a questionnaire going out this fall.

Rhonda summarized some of the findings of the 2007 community survey conducted by the Trustees. 1900 were mailed (to households, not to voters), 200 were distributed through the school and 30+ at community events. More than 125 responses returned: 87% from residents, 17% from seasonal residents; most from library patrons. Non-users were asked what services would be useful to them, which generated a list. Some suggestions were acted on with new adult /family programs in 2008-9.

Peter reported that although none of the mailing list options are perfect, mailing to the voter list makes the most sense. Cost will be covered by campaign funds.

Jean will find out about post office requirements. Pending **Action by Jean**

- b. Public Forum on August 24: A short questionnaire for distribution at the public forum was reviewed and modified. Peter will send out a final version of this to Trustees.

Action by Peter

The Board has not yet made any decisions about providing more space for the library. The forum is an opportunity for the Board to listen, not speak. Terri provided an outline on the meeting's organization. Speaker's time limit changed to 3 minutes.

- 5.0 Alternate Site Discussion: Requested by John Wilson. This item is not yet ready for discussion and has been withdrawn from the agenda.

6.0 Director's Report (see Director's Report)

- a. Library Website: Public comment section activation pending **Action by John Walden**
- b. Patron Use Data: Pending: John is working on providing user data for just the past year. **Action by John Walden**
- c. Policy Review
- Trustee Handbook: John requested again outstanding Trustee Handbooks for updating. **Action by Faith, Tracy, Terri, Rhonda**
 - Personnel Policy: Board review pending.

7.0 Other:

- NHTA Golden Rules: NHLTA Board revisions to the Golden Rules expected in the Fall.
- Non-public Meeting: Rhonda noted that the minutes of the May non-public meeting regarding real estate were to be sealed for 3 months, which is almost up. These minutes will be unsealed and posted on the library website. **Action by John Walden**

8.0 Public Comments: None

Meeting adjourned at 8:13 pm.

Special meeting: 24 Aug 2010, 6:30 PM, Town Hall.

Next regular meeting: 21 September 201, 6:30 PM, Town Hall.