

Members Present: Xan Gallup, Rhonda Gurney, Lois Gallup, Lisa Bozogan, Faith Reney, Tracy Nangeroni, Barbara Chalmers, Alternates Terri Jillson White and Ryan Goold, Director John Walden
Members Absent: None
Attendees: Dick Katz, Peter Urbach
From: Barbara Chalmers

On the above date, those noted above met at the Library, the following was discussed:

- 1.0 Secretary's Report: 23 June minutes: Motion Rhonda, 2nd Lisa, accepted unanimously.
- 2.0 Guests:
 - a. Dick Katz, Friends President: Pancake Breakfast earned \$1600 & raffle \$500.
- 3.0 Treasurer's Report: (see May and June Account Summaries)
 - a. May and June Budget & Accounts Summary: May / June overage for health insurance. John has a call into the Town Office, may be a mistake. **Action by John**
Both reports accepted unanimously.
Tracy noted CD comes due 5 August. Motion by Barbara to authorize Tracy to renew CD at a NH bank for 6 to 12 month period at the best rate she can find. 2nd by Xan, unanimous vote. **Action by Tracy**
Pending: Tracy spoke with Bill Sharf regarding Trust Funds and he will get back to her on what the 'Library General' fund can be used for. Tracy to report. **Action by Tracy**
 - b. Campaign Records Report: Rhonda reported 6 donation records do not balance, John Mapley could not resolve them and all records provided to her have been examined. Returned funds in question total \$2625. Rhonda requested suggestions for resolution. All agreed best approach is contacting these donors. Ryan volunteered to make the calls. Rhonda will review records with him. **Action by Ryan and Rhonda**
- 4.0 Director's Report (see Director's Report)
 - a. John reported kids in Summer Reading program are very enthusiast.
John will meet with the SMHS Principal regarding collaboration. Rhonda reported teacher Sharon Parsons has offered to facilitate the library foreign film program at the High School. Plan is to reserve music room an evening each month.
John reported museum pass use is up. He will report statistics. **Action by John**
June Statistics: adult use up, children's use down.
Library Telescope Project: John will look into the program and ask Friends for funding if necessary. Dick Katz offered his telescope. Lisa B offered use of hers. **Action by John**
John reported Collins Electric & Security can install a front desk panic button for \$300 and provide monitoring services for less than current cost. Rhonda moved, 2nd Barbara to spend up to \$300 from Trust and Fines Fund for panic button, unanimous vote.
John noted that 14 new library card issued yesterday!
 - b. Pending: Community Survey: On hold as of Jan '09.
- 5.0 Building Committee (see Committee Report)
 - a. Barbara reported stairs to basement should be replaced providing equal risers and greater conformance to the Life Safety Code. She offered to prepare information to obtain pricing. Xan moved to obtain pricing for a new stair, 2nd by Lisa, unanimous vote. **Action by Barbara**
 - b. Barbara offered assist John to procure pricing for basement air quality and mold investigation. Motion by Xan, 2nd by Lisa, unanimous vote. **Action by Barbara & John**

- c. **Expand-in-Place Concept:** Discussion of Barbara's proposal to consider this concept in case we are unable to raise sufficient funds to build in the harbor. Terri noted success of project will depend on getting key donors, selectmen's support and town financial support. Peter noted that having a fall back plan would be a disaster for fund raising. Rhonda moved we remain committed to the harbor site and that expanding the current library is not an option at this time. 2nd Faith, unanimous vote.

Terri will update our neighbor on this discussion. We are committed to the harbor site but in the future, if something changes we would like to keep lines of communication open with her.

7.0 Strategic Planning Committee

- a. Discussion of dissolving the committee. Barbara volunteered to chair the Strategic Planning Committee, Ryan, Lisa and Rhonda volunteered to be members, joining Tracy and Brian Garland. Unanimous vote to accept new committee members and Barbara as chair. Mission statement to be drafted for Board approval.

8.0 Policy Review

- a. Personnel Policy: No word from Emma Smith on contact with Melissa Martin. Barbara has not reached Melissa for format recommendation. **Action by Barbara**
- b. Director's Perf Review Form Revisions: Pending, Xan to draft revisions. **Action by Xan**
- c. Safety Policy: Unanimous vote to adopt draft as written.
- d. Patron Service Policies: Unanimous vote to adopt draft as written.
- e. Collection Policy: Lisa is concerned that too much of the collection is being culled and sold at the book sale. Safety Services storage room should give us 1-2 years of off-site storage to minimize culls and continue adding new items. Unanimous vote to adopt draft as written.

9.0 Other:

- a. Book Sale: Record \$2000 earned at Book Sale. Thank you all for your efforts. Unsold books have been picked up by Gotbooks.com a non-profit agency from Lois's barn.
- b. Volunteer Bulletin Board: Pending, John hasn't gotten to it yet. **Action by John**
- c. New Brochure: Rhonda and Ryan are working on it. **Action by Rhonda & Ryan**
- d. Donor letter: Barbara will add information on cost reduction. **Action by Barbara**
- e. Tracking Volunteer Hours: Rhonda thanked all for getting her their hours.

Adjourned 8:30 PM.

Next Regular meeting: 25 Aug 2009, 6:30 PM at Library.