

Members Present: Rhonda Gurney, Faith Reney, Lois Gallup, Xan Gallup, and John Walden,  
Library Director, Alternate Terri Jillson White  
Members Absent: Lisa Bozogan, Steve Fair, Barbara Chalmers  
Meeting Attendees: Betty Tatlock, President, Friends of the Abbott Library  
From: Faith Reney, transcribed by Rhonda Gurney

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On the above date, those noted above met at the Library. The following is a brief summary of the discussion that took place:

Minutes of 8 July Trustee meeting were unanimously accepted.

1.1 Chair's Report – July update:

- a. Gathering at Knowlton House: Discussion with Mario Capozzoli regarding community outreach.
- b. E-mail to Melissa Martin: Library building.
- c. Tax List: Doug Munro volunteered to pare down master tax list in Excel to send to Barry who will then merge the information with the campaign information.
- d. LSPA – Love your Lakes Day: Barbara, Rhonda and Faith set up an information table regarding the plans for the new library with great community feedback.
- e. Sau Barbecue: New registrations
- f. Recreation Department Newsletter: Discussion about adding another page to the next newsletter for \$500.
- g. Beach books: Good feedback from staff at beach.
- h. Beach party: Summer beach bash sponsored by the Rec. Dept. The Library was invited to participate to end off Teen Reading Program. We will set up our information from the architect.
- i. Chowder Challenge: We have been invited to have a tent with the plans for the new library. We have permission from the Riverway to set up on their lawn in front of the Wild Goose Store. September 21<sup>st</sup>. All encouraged to participate.

1.2 Director's Report – July update:

- a. Finlay Challenge Grant: Plans are to make library card sign-ups available at the Middle High School. Will make arrangements to have a brief letter go home in communication folders. Contact Brenda Greene **Action by John**
- b. Long Term Planning Community Survey: Brief discussion. **Action by John**
- c. Budget: Will be tight in 2009.
- d. Dept. Head Meeting: Storage available in Safety Services Building. May be listed "in storage" to keep active.
- e. Activities for middle schoolers:
  - Teen Summer Reading Program 24 participating – 41,048 pages read \$510.00 to charity. Grade levels 6-12.
  - \* Elementary 74 kids registered for Summer reading—58 participated.
  - Planning for fall after-school programs pending. **Action by Lisa B and John**
- f. Parking: Problems continue with patrons parking in Mini-Mart. Trustees to draft letter to George (Mini-mart owner). **Action by Xan G**
- g. Vacation: September 1-7 **Action by John**

1.3 Treasurer's Report – July update

- a. July Receipts & Payments and Trust & Fines Account summaries. Reports were accepted.
- b. Read investment policy by next meeting. **Action by all**

- c. Steve on vacation—Will send out verification letter to donor.
- 1.4 Building Committee – July update
- a. Site Design: No quorum at August 7<sup>th</sup> Planning Board meeting. Postponed.
  - b. Meeting with Robert Wood of the LSPA: Barbara, Peter and Rhonda will meet with Robert Wood at the new library site, August 27<sup>th</sup> at 9am. He has concerns with disturbance in buffer zone during construction and questions about plantings.
  - c. Site Design & Engineering Proposal: Pending: Amended contract will be brought to Trustees when ready. **Action by Barbara**
- 1.5 Community Services: July Update:
- a. Joint Meeting: No Update on possible meeting with Conservation Commission, LSPA and Library to promote green building technology. **Action by Rhonda**
  - b. Museum Passes: No Update: John will look into the cost of getting museum passes that would be available for the community to use. New London Library has started this service with passes to the Montshire, VINS, Indian and SEE museums. **Action by John**
- 1.6 Update of Library Policies (current are from 1999):
- a. Long Range Plan & Mission Statement: July Pending John and staff have put together updates for patron code of conduct, Child behavior and Supervision.
  - b. Personnel Policy: Draft for review was distributed to all.
  - c. Patron Service, Gifts & Donations, Wireless Internet Access, Volunteers, and Rules of Conduct Policies: Draft for review policies were distributed. Trustees will discuss, modify and adopt at fall meetings with goal to have update policies completed by the end of the year.
- 1.7 Campaign Exploratory Committee – July update
- a. Consultants Search: Terri reported that she was awaiting proposals from Kathleen Barger and Advancement Consulting Group. The Campaign Exploratory Committee will hold a meeting on 9/2/08 at 6:30 p.m. at the library to review the proposals and make a recommendation to the Trustees at the October meeting **Action by CE Com**
  - b. Brochure: New brochure is in use and available in the harbor.
  - c. Campaign Software: Xan reported that 1/3 of the donor information has been entered and the software is getting easier to use.
- 3.1 Humanities Council: Pending The Library will consider membership in the Council. **Action by John and Rhonda**
- 4.1 Brief discussion about the planning for the new library in Enfield. The library is planned for Close proximity to the river, privately funded, and plans similar to new Sunapee library.

NEXT MEETING: 16 September 2008, 6:15 at the library.