

Shedd Free Library

Board of Trustee's Meeting

September 9, 2014

The meeting was called to order at 5:00 pm by Chairman Pat Liotta. Al Bruno, Becky Dulac, JoEllen Wright and Brenda Gilliland in attendance.

Secretary's Report: accepted as printed

Treasurer's Report:

- In referring to the Expense Budget, Al noted that postage costs were up due to the cost of stamps increase, he will bring this line up \$10 next year.
- Telephone costs were over budget but Becky noted that we received a funding commitment decision letter from USAC for a commitment of \$699.98 for the funding year - 7/01/2014 - 06/30/2015.
- Phone company is still charging us for a second line which is not working, Pat will call the phone company.
- When the Capital Alarm System bill comes in Al will submit it to the town as a maintenance cost.

Correspondence: None

Librarian's Report:

- Jo Ellen reported that the office printer was no longer working. She suggested returning the old printer to Staples and using the credit toward a new wireless printer. She can use the old word processor to do the catalogue cards.
- Discussion on summer hours as Jo Ellen noted that after 2:00 on Saturdays there is very little business. After discussion it was agreed that Saturday hours should remain 10:00 - 1:00 year round, and Wednesday hours of 10 - 1:00 should be in effect June, July and August not September. Pat argued that changing the hours is confusing as people have a hard time remembering all the changes.
- It was agreed that Jo Ellen will get an Amazon gift card for Lisa Williams our Wednesday volunteer.
- Al said we would bump up the budget for computer supplies and look at more money for staff conferences.

Unfinished Business:

- Lynn's lunch scheduled for this Saturday was changed to October 8th.
- Reference room repairs: Jo Ellen called contractor, no action yet.
- Alarm system: fixed
- Septic System: Bob Bachand has agreed to do the work (dig up, replace pipes, cut back roots) Jo Ellen will ask him for an estimate and get one from Henniker Septic as well. Pat said we should make the town aware of this expense and Jo Ellen said she would let town know.
- Memorial Patio: we met with Bill Cole before the meeting, he has agreed to build the pergola and give us an estimate and sketch of his plan by November. He will do the construction in the spring.

New Business:

- New computer for the public: Jo Ellen will look at Staples to upgrade current computer to the next level. We do not need a monitor.
- Wireless Printer: Trustees agreed this was a good decision. Jo Ellen will return old printer to Staples and using a credit will try to get a good deal on a wireless printer and a new computer.
- Bob is going to fix the railing on the front steps, it is wobbly.

Comments from the Public:

- Newbury award winning author, Cynthia Lord, visited the library with Holly Rigby and after introducing her to Jo Ellen and Brenda, Holly commented that we have a gem of a library and gems of librarians.

- Al suggested that we switch comments from the public to the beginning of the agenda. We all agreed that would be a good idea.

Meeting adjourned at 6:08

Next meeting: Tuesday, December 2nd, 5:00 pm

Respectfully submitted,

Becky Dulac, Secretary
Shedd Free Library Trustee