

Shedd Free Library

Board of Director's Meeting

December 9, 2014

The meeting was called to order at 5:01 by Chairman Pat Liotta, Al Bruno, Jo Ellen Wright and Becky Dulac in attendance.

Comments from the Public: None

Secretary's Report: accepted as printed

Treasurer's Report: Al passed out copies of the Expense Budget and Monthly income and expenses

- Budget-salaries: Al explained that the current expense budget was based on the old COLA and that he would adjust it after hearing what the new COLA percentage would be.
- The Board discussed slight adjustments in the budget to account for changing needs in Library Supplies and Computers.
- Propane line will stay at \$1750, even though we are under that, to leave a cushion.
- Telephone costs are over budget. Becky noted that we have been approved for \$699.98 from the E-Rate grant but it hasn't been reflected in the bills. Becky will call Granite State to find out where we are with this grant.
- Total budget for next year looks like \$41,842 but Al will send out a fresh copy after hearing the new COLA %

Correspondence: None

Librarian's Report: filed with minutes at Town Hall

- Jo Ellen reported that we made enough money at the Pie Sale and Tiffany's in Washington to buy 25 books for the Christmas Baskets, the remainder going to this year's books.
- Jo Ellen requested that we include \$100 for Summer Reading Supplies for next year- Board agreed, Al will bump up the budget \$100 for this.
- Jo Ellen requested 1 or 2 paid days off for Brenda. Pat asked how many paid days the library is open a year and how many paid days Brenda works in a year. Jo Ellen will look into that.
- Jo Ellen reported that the numbers are up for the number of patrons using the library and also the census or number of books signed out. The number of "downloadables" checked out this year has doubled from 200 to 400.

Unfinished Business:

- **New computer for the public and wireless printer:** Pat asked how long computers should last, Jo Ellen said current ones are 6-8 years old and new ones should be replaced every 3-4 years. We discussed replacing all 3 at once and possibly a wireless printer as well using the Jenkins Trust Fund money. Jo Ellen will send an email to Sandy to see if any of the big companies (Dell, IBM) will give us a "deal" on basic computers for public use with or without a printer. Jo Ellen said that Bob, Brenda's husband is very savvy with

computers and would probably look into it for us. She will also contact other librarians to see how other libraries acquire computers.

- **Loose railing-front steps:** Bob W. has parts and will send the bill to the town.
- **Reference room repairs:** problems are due to chimney, the bricks are absorbing moisture, chimney needs at the least repointing, possibly replacing.
- **Estimate from Bill Cole-Memorial Patio:** Becky had contacted Bill, he hasn't been able to do an estimate yet but will have one at our next meeting.
- **Septic System:** Bob Bachand gave a quote of \$2700 to fix the sewer line, he said that it was the top end, could be less. Bob Wright said that was not an unreasonable estimate as pipes were old and you never know what you are getting into with these old systems. He will hook the pipes into the building. It was decided that Jo Ellen would give the town an estimate of \$3500 (to include the plumber hook up) and tell them there is a problem and to anticipate having to cover it.
- **New Fund Raising Ideas:** Jo Ellen said the Friends spent \$1400 last year in support of library programs and needs. She projected that they probably wouldn't be able to give us as much support next year and suggested that we make a list of what they pay for and plan to supplement it as need be.

New Business: The Trustees are looking into several projects and maintenance issues for the new year.

Next meeting will be 5 pm, February 10, 2015

Meeting adjourned at 6:45pm

Respectfully submitted,
Becky Dulac, Secretary
Shedd Free Library Trustee