

Shedd Free Library

Board of Directors' Meeting

Thursday, August 17, 2017

The meeting was called to order at 6:31 by Chairman Elaine Kay. Also present were: Karen Drew, Al Bruno, Pat Liotta, Jo Ellen Wright and Sue Toczko.

Comments from the Public: Some people were telling us how much they liked the doors while others were complaining that they were still difficult to open. You can't please everyone all of the time.

Secretary's Report: Posted

Treasurer's Report: Karen Drew reported that we currently have \$18,900 in savings and \$6,627 in checking.

Librarian's Report:

*Jo Ellen stated the numbers of patrons using the library on a daily basis and other attendance at programs.

*The Pajama Party was successful, with 15 people attending. We played games, read in the dark and had cookies and juice.

*Donation Plaques: Jo Ellen stated the two responses she had had from other libraries. One was tremendously expensive, while the other was sporadically done by Trustees.

*Student Volunteers: She contacted the guidance counselor at Hillsboro-Deering who was going to call her right back, but didn't. She will call her again.

*Fiber Optics: The phone company came on Wednesday at 9:30 and were done by 12:30. The best part of the installation is that it is free.

Unfinished Business:

*Donation Plaques: Elaine knows a guy in Keene who does plaques for her. She'll contact him to get ideas. In the meantime she showed us a picture of a plaque made out of pieces of wood in a geometric design that we all liked.

*Water at the Door: Elaine felt we needed a rain diverter on the roof above the sidewalk. She figures it will be around \$750 - \$1000. We will include it in next year's budget so we'll table it until spring. She also talked about taking out the carpet tiles by the side door and replacing them with a piece of carpet or rubber mat and see how that works.

*New Door: Becky stated that Bill Cole is still working on the new door. Apparently it is a different color than the door we are replacing. Bill is working to darken the finish.

*Plantings around the Pergola: Becky had sent pictures of planter pots that she thought would look nice around the pergola. Noah Chidester was going to look into taking some of Pat Liotta's climbing hydrangeas to put into those **pots**.

*Memo of Understanding: Elaine had sent everyone the memo she intends to present to the Selectmen next week along with Becky and Al. She also has a letter she would like them to sign stating what expenses the town is responsible for and what expenses the Library is responsible for. This would help define and clarify who is responsible for what. Karen Drew made the motion that they would present these letters to the Selectmen and it was voted for unanimously. They will present these on August 24.

*Computer for the Trustees: After talking to Al about computers, Karen decided she would look into the cost of a Dell or HP with a 4G system. Tech Soup will give us free software, but charges \$50 for QuickBooks. Al thought we could back up the computer using the Cloud. He also thought we could find a computer for \$500 or less.

*Alarm System: Elaine is still concerned that we are paying almost \$50 a month for the additional phone line for the alarm system. She's going to look into putting it on our fiber optics line to avoid that cost. We need to have people who will be our contacts to dispatch. Al stated that if we got back on E-Rate we wouldn't be charged the extra \$50.

New Business:

Budget Planning: Elaine asked about future projects for the library:

*Replacement of front concrete steps

*Sidewalk is deteriorating badly

*A new heating/AC system will be needed in the future

*The fence surrounding the library is in major disrepair. It was suggested that next time we get a wood composite that won't rot.

*The white stripes at the end of the steps need to be repainted. We're not sure if that could be done by the Highway crew. Jo Ellen will contact Ed Thayer concerning this.

*Rain diverter on roof

Obviously some of these projects can be done with little expense, while the bigger items could be done by capitol expense.

The meeting closed at 7:55 p.m. The next meeting is September 28 at 6:30 p.m.

Respectfully submitted,

Jo Ellen Wright, Acting Secretary

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