

Shedd Free Library
Board of Director's Meeting
Thursday, October 11, 2018

The meeting was called to order at 6:08 by Chairman Elaine Kay following a budget meeting workshop. Also present at the meeting were Karen Drew, Jo Ellen Wright, Sue Tozko, Al Bruno and Becky Dulac.

Secretary's Report: accepted as posted

Treasurer's Report: Karen reported that we have \$4,669.74 in checking and \$34,219.11 in savings.

Librarian's Report:

- Paws to Read: Sue will speak with Carol Carlson and double check dates and time. Carol will be making bookmarks for the kids to receive when they read to the dog, Noah.
- Computers: Jo Ellen reported that 2 of the computers were not connected to wifi, and one not connected to the printer. Al was able to fix that at the meeting.
- Donation Plaques: Jo Ellen reported still little interest in writing cloud phrases, Karen said they have until November 1st.
- Park Lights: Elaine has called an electrician to look at them.
- Jo Ellen reported that concrete trim is coming off the library, we will look at it.
- Naomi: Jo Ellen reported that Naomi is having trouble getting everything done in 3 hours a week. Elaine reminded her that Naomi's contract says 21/2 hours a week. Karen requested that Naomi write down what she does on a weekly basis and we will look at it.

Unfinished Business:

- Facebook: Jo Ellen has found that Naomi will help her with Facebook postings. Elaine requested that Jo Ellen post when she is going to close for snow, etc. Discussion followed on how to get important events and closings, etc. put out as email notifications by the town. Elaine requested that Jo Ellen speak to Nan Schwartz and ask how notifications get emailed out. There was also discussion on the Washington News Network and how to subscribe to town alerts by going on the town website.
- Exterior Painting: is completed, the town is paying half, Karen will contact Deb discuss how to pay. The fee was \$3600, library and town each paying \$1800. The library paid \$500 deposit so our portion of remaining bill is \$1300.
- Donation Plaques: Nov 1st deadline for cloud phrases
- Maintenance Spreadsheets: Elaine distributed finished spreadsheets but said to add things as they come up.

- New Printer: we decided the old one was OK for now and we would look to replace it with a laser when necessary.
- New Computer Desk Chairs: we will keep our eyes open, Elaine asked the librarians to look at Houston's in Jaffrey. Sue will look in a couple of weeks.
- Book Drop leak: Elaine will put a weight inside to hold the flap down tightly.
- Paws to Read: See above, Sue will contact Carol.

New Business:

- Begin 2019 Budget: we had a budget workshop meeting prior to the regular meeting where we were able to complete the Budget for 2019. Karen moved that we accept the Budget as worked on today. Becky seconded, all voted in favor with the idea that we can make amendments if necessary.
- Capital Improvement Projects 2019-2020: The front steps are the most pressing project facing us. Elaine and Becky met with the Selectmen earlier today to discuss the issue with them and Eddie Thayer. The Selectmen asked Elaine to get an updated quote from Noah and a quote to patch the sidewalk. They will add this to the budget for next year. The Park lights were also discussed with the Selectmen and they will be taken care of as a town issue.
Ice Melt: The Selectmen and Eddie suggested that the reason the concrete is not lasting is the ice melt. They would like us to use sand mixed with salt reducing the ice melt to be more ecofriendly. Elaine suggested a couple of inexpensive mats to put on the inside. Sue will look into the mats used at her school.

Meeting adjourned at 6:55

Next Meeting: Tuesday, December 4, 5:00 pm at the library

Respectfully submitted,
Becky Dulac
Secretary, SFL