

JOSIAH CARPENTER LIBRARY TRUSTEE MEETING

MINUTES

July 17, 2019

Present: Sandra Adams, Chairperson; Anne Marie Chapman, Treasurer; and Leslie Vogt, Library Director; and Theresa Endler, Secretary.

Meeting Convened: 5:00 pm

Use of the Barn – The public had been informed that the trustees would welcome suggestions on how the barn could be used to benefit the community. Many ideas were posted on the Pittsfield Facebook page; Leslie printed copies of these suggestions and presented them to the trustees. In addition, ten community members were present at the beginning of the meeting and a variety of ideas and concerns were voiced to the trustees. Also, comments were made concerning the cost of any renovations and the availability of grant money.

Some of the possible uses:

- Space for a farmer's market
- An extra community space for speakers, presentations, concerts, etc.
- A maker space
- A "park-like" public space and additional parking if barn were to be removed

Some of the concerns:

- Lack of heat/insulation prevents full year usage
- How to bring the building up to code and make it ADA compliant
- Structural safety
- The overall financial burden vs. the historical value of the property

Acceptance of Minutes: The June 19, 2019, minutes were reviewed and a motion to accept was made and seconded (AnneMarie/Theresa). Motion carried.

Old Business:

Barn Update – The trustees continued the discussion of the possibility of using the barn. The consensus was that the barn is not useful to the library nor would it be financially prudent to try to renovate it. It was decided to inform the Select Board of our opinion that the barn should be taken down and the existing space used for parking until a future time when the library may need to expand. A motion was made and seconded (Theresa/ AnneMarie) to write a letter notifying the Select Board of the trustees' recommendation. Motion carried.

Friends Update – The Friends met in June to prepare the books for the "Books for Babies" program. Twenty-five books were purchased, wrapped, prepared for mailing, and delivered to the town hall to be gifted to the Pittsfield parents of new babies. The Friends also sponsored Cookie Walk at Old Home Day.

Budget Prep Update – Leslie presented the trustees with a preliminary budget proposal for 2020. There was discussion on the changes to the budget. Overall, the budget reflects only a small increase in spending. Discussion was tabled and it was decided to review again at the August meeting before it needs to be submitted in September.

In addition to the overall budget, there was discussion regarding the bookkeeping for the library – whether it should remain as a duty of the library director or be handled by the town. Since our previous meeting, AnneMarie had surveyed 21 libraries in New Hampshire to see how other communities handled bookkeeping. It was also noted that at this time the town was in the process of transitioning to a new finance/payroll system. It was decided to table this issue for further discussion.

Leslie also presented information for the trustees to review before submission to the Select Board for the Capital Improvements Program. The 3 areas that are under consideration for Capital Improvement funding are: the asbestos removal and new flooring in the Jenkins room, the replacement of the library roof, and handicapped access (ramp in place of existing elevator). Leslie has provided information on the probable time lines and financial costs. The trustees will review this information and continue the discussion at the next meeting.

Reports:

Director's Report – Leslie presented the director's report and noted a few items of interest:

1. The Historical Society will be taking 4 bookcases that the library no longer can use.
2. Leslie will be attending the *Future Ready Libraries* conference in Tennessee in November. Its focus is strengthening career exploration options for rural middle school students.

Financial Report – Leslie presented the financial reports; they were reviewed. There were no unusual expenditures.

Motions to accept both reports were made and seconded (Theresa/ Anne Marie). Motions carried.

New Business:

The trustees considered the money (\$2590.85) that has accrued in the lost and overdue book account. This money can only be spent to replace books or buy new materials. A motion was made and seconded (AnneMarie/Theresa) to spend \$1,000.00 on new books and replacements materials. Motion carried.

Miscellaneous:

Adjournment - Moved and seconded (Anne Marie/Theresa) at 7:25 p.m.

Next Trustees Board Meeting: Wednesday, August 21, 2019, at 5:00pm