

JOSIAH CARPENTER LIBRARY TRUSTEE MEETING

MINUTES

June 19, 2019

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

Meeting Convened: 5:00 pm

Acceptance of Minutes: The May 15, 2019, minutes were reviewed and a motion to accept was made and seconded (Anne Marie/Sandra). Motion carried.

Old Business:

Friends Update – The May 22, 2019 minutes were reviewed. The Old Home Day Cookie Walk will serve as a “friend” raiser. The potted geraniums are a lovely welcome as you enter the library.

Library Collection Policy – After brief discussion, a motion was made to accept the edited policy as amended and seconded (Anne Marie/Sandra). Motion carried.

Barn Update – We received Ed Pape’s NH Preservation Alliance assessment report on the historic barn adjacent to the library. Mr. Pape summarized the structure’s needs and included some rough cost estimates to help set a plan for the barn’s rehabilitation. Sandra will forward a copy of the June 17, 2019 report to the Select Board. The Library Trustees will be soliciting public input relative to making use of the barn space by holding a public meeting on July 17, 2019 at 5:00 p.m.

Josiah Carpenter Library 125th Anniversary – Leslie and Anne Marie met and shared several ideas which Leslie included in her Director’s report. Other ideas were discussed, such as a scavenger hunt, share a favorite library book read as a child, offer a series of hands-on classes of recreational as well as utilitarian activities from that era, ie., churning butter, making homemade ice cream, etc.

Jenkins Room Update – Leslie will forward the back and forth emails to Ann Marie that Cara Marston, Town Administrator had with Environmental Services at the beginning of the dampness issue. As previously agreed upon, the Select Board has been apprised of the status. Leslie mentioned an option that had not been considered earlier: when the asbestos is gone, paint the floor as opposed to putting down tile/linoleum.

Reports:

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

1. The 2020 budget needs to be submitted to the Select Board in September. Leslie is proposing to transition the bookkeeping function to the town hall by the end of 2019, thereby reducing her workload by 2 hours a week. The bookkeeping function includes issuing checks to pay our bills and generating the monthly financial reports. This would result in a cost savings of around \$963.00. If the trustees agree to transition the bookkeeping function, Leslie would still receive the invoices, but turn them over to the town for payment. Leslie would still develop the budget and monitor expenses. Then it would be necessary for the trustees to decide whether to reduce the library budget or increase library hours and/or enhancing programs.

2. The trustees need to consider what amount they wish to have expended from the lost materials account. The current balance is now \$2590.85. Last year the trustees elected to expend \$1,000 for materials and leaving the remaining balance to accrue.

Financial Report – Leslie presented the financial reports; they were reviewed and it was noted that there was one large expenditure which included the new computer and printer and the annual library software update, required to run the library's databases.

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

New Business:

The Summer Reading Program will launch on June 25, with the theme A UNIVERSE OF STORIES, with activities on Tuesday afternoons and Wednesday and Thursday mornings and a Saturday afternoon, July 27th 1:00 – 3:00 pm Messy Art Day at the Town Pool.

Library hours for the 4th of July were discussed. A motion was made and seconded (Ann Marie/Sandra) to close early (5:00 p.m.) on Wednesday, July 3, close on the 4th holiday and on Friday, July 5th, then reopen on Saturday July 6. Motion carried.

Miscellaneous:

The key to open the door at the middle platform of the lift no longer turns, and the lift company is no longer in business. We discussed that rather than consider repairs, we could possibly look into building ramps for access.

The Books for Babies selection is I Love You to the Moon and Back by Amelia Hepworth.

Adjournment - Moved and seconded (Anne Marie/Sandra) at 6:35 p.m.

Next Trustees Board Meeting: Wednesday, July 17, 2019, at 5:00pm