

# JOSIAH CARPENTER LIBRARY TRUSTEE MEETING

## MINUTES

November 14, 2018

**Present:** Sandra Adams, Chairperson; Carol Grainger, Treasurer; Leslie Vogt, Library Director; Theresa Endler, Secretary.

**Meeting Convened:** 5:00 pm

**Acceptance of Minutes:** The October 17, 2018, minutes were reviewed and a motion to accept was made and seconded (Carol/Theresa). Motion carried.

### Old Business:

**Friends Update** – The Friends of Josiah Carpenter Library have held two fund raisers. The Election Day Raffle was a success and they have collected many orders for the Poinsettia Sale. The Poinsettias will be delivered in early-December.

**Updates on barn/property** – Sandra reported that the Select Board has agreed to have the barn sealed up for the winter to prevent further weather damage. Leslie has completed forms to be submitted to the Preservation Alliance; this group can provide an objective evaluation of the barn and renovation options. There was discussion about the application fee. A motion was made to approve the expenditure of the \$250 application fee. (Theresa/Carol) Motion carried.

**Library Circulation Policy** – Leslie had provided a revised draft of the Library Circulation Policy for the Trustees to review. The Trustees agreed that the necessary revisions had been made. A motion was made to accept the revised Circulation Policy and Youth Card Policy; motion was seconded. (Theresa/Carol) Motion carried.

### Reports:

**Director's Report** – Leslie presented the Director's Report. She attended a workshop at the NH State Library that provided information on updates to the software that creates the library website.

**Treasurer's Report** – Finances were reviewed. Leslie provided information regarding the library budget, the default budget, and how the NH state laws and SB2 may impact the library's budget. She will provide additional information as it becomes available.

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

### New Business:

1. Leslie is in the process of preparing the request for the Sanderson Fund. She expects to ask for funds to support the library's programs and children's programs.

**Miscellaneous:** Leslie mentioned that a bicycle has been left at the library for weeks. She has contacted the police to see if there were any reports of a missing/stolen bike. She was looking for advice on how to handle the bike if no one comes forward to claim it.

**Adjournment** - Moved and seconded (Carol/Theresa) at 5:30.

**Next Trustees Board Meeting: Wednesday, December 19, 2018 at 5:00pm**