

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
MAY 15, 3:30 PM
CHICK ROOM, MADISON LIBRARY
APPROVED MINUTES

ATTENDANCE: Peter Stevens, Chairperson; Susan Bailey, Sandra Carr, John Filson, Angela Johnson, Mary Cronin, Library Director, Fay Melendy, Friends of the Library.

ABSENT: Ron Force, Mary O'Neil, Tom Reinfuss

CALL TO ORDER: The meeting was called to order by Chairperson Peter Stevens at 3:37 PM.

APPROVAL OF MINUTES: Changes: the date of the training session for trustees is May 19 and the NHLTA Conference is June 20. With those changes, motion by Angela Johnson to approve the minutes, seconded by John Filson. The annual meeting will be held at the SERESC Conference Center, 28 Commerce Drive, Bedford, NH.

REPORT OF THE TREASURER: Treasurer Angela Johnson said she got the bill for \$697 for the shades and it has been paid out of the checking account. She said there was a small deposit for the checking account, as noted on the Statement of Financial Position, bringing the total in checking/savings to \$4,330.22. She said Wells Fargo earned \$700.50 due to increase in market fluctuation. She said we still have \$830 in outstanding cash, so if we need money we should probably look to use those funds next. On the budget drawdown from the town, we've used up 39.49% of the budget. She noted the technology line is now showing up again in the budget. Motion by John Filson to accept the Treasurer's Report, seconded by Susan Bailey. The motion passed unanimously and the Treasurer's Report was accepted and filed for audit.

LIBRARY DIRECTOR'S REPORT: Librarian Mary Cronin summarized her written report which had been e-mailed to the board. She said she hasn't gotten a response yet concerning her request to remove the parking lines across from the front entrance. She will follow up on this and said she also would like to have "No Parking" painted right on the pavement rather than as a separate sign. She said she still hasn't heard from the afterschool program about doing a program for this semester but is still hoping to put something together. Mary said the steps were painted by Merle and Herm Weber. The Volunteer Appreciation breakfast will be held on Thursday, June 20 at 9:00 AM, and Mary encouraged trustees to attend.

Programs included in the May/June newsletter: Victoria Lane is coming from the Holderness Library tomorrow night to talk about the Botswana Libraries Project. In June there will be a presentation on Birdwatching in New Hampshire by Eric Masterson, author of a new book with the same title, and the "Dig into reading" Summer Reading Program will begin on June 26. Mary will be contacting local businesses for prize donations.

GALLERY: There will be a digital photo show during Old Home Week. Mary said there may be something up before then.

FRIENDS OF THE LIBRARY: Fay Melendy said the Friends of the Library will host a program in the Chick Room on June 27 on "The Old Man of the Mountain: Substance and Symbol," presented by Maggie Stier.

OLD BUSINESS:

Minutes approved: June 19, 2013

Library Board of Trustees
Page 1 of 2
May 15, 2013

Space Needs – continue discussion: The discussion continued from the previous meeting regarding studying the feasibility of adding office space in the library. Mary Cronin noted that part of the discussion should be whether this will be a small renovation project to reconfigure some of the existing space, or whether some consideration should be given to having this be part of a grand scheme to change the use of the space for the whole building. Peter Stevens said we have to do both, including the entrance problems, the single exit downstairs, and how we're using the back area, and possibly a balcony out front. He said we can start with the constraints of just getting an office but we have to look at the whole thing. Mary said there are USDA Rural Development Grants for library projects for towns of this size, but you have to have a strategic plan, well thought out and well documented, including a community survey, and this would be a long-term project of a couple of years. There was a discussion of grant applications. It was agreed that John Filson, Peter Stevens and Mary Cronin would meet and walk around the building to discuss ideas and concerns and then John would write a summary for the board. Peter asked if any other board members wanted to join them. He said this should be discussed with Ron Force as well. It was agreed that a time for this walk-about would be set after the software switch was completed.

NEW BUSINESS:

Recreation Committee Disbanding: Mary said the Town's Recreation Committee was disbanded. She said the Yoga Program conducted twice a week in the Chick Room operated under the Rec Committee which collected 20% of the fees for this program. She said Selectmen are recommending that any Recreation Program fees should now go directly to the hosting organization, but this goes against the library's Meeting Room Policy. Discussion followed. It was agreed that the Yoga Program should not be offered as a Library Program. There was a question about insurance coverage requirements. John Filson suggested suspending the program immediately pending a meeting with the yoga instructor to discuss the issues.

Motion by Angela Johnson that Sandra Carr will notify the yoga instructor, Sharon Boggess, that the Yoga Program is suspended pending review of the relevant information. Seconded by Sandra Carr. The motion passed unanimously.

NHLTA Carroll County Roundtable – Host Fall Meeting: Peter Stevens said this organization wants to hold its next meeting at the Madison Library at the end of September or beginning of October. He said this meeting provides an opportunity for trustees around the region to meet and share ideas. After discussion the board agreed to set aside Wednesday, September 25, as a tentative meeting date.

Other Business: Mary Cronin said Madison Selectmen have revised their Purchasing Policy and Procedure and have requested a Purchase Requisition # for any single item that would cost more than \$1,000 and that a trustee would have to sign it.

ADJOURN – Next Meeting: June 19, 2013. Motion by Sandra Carr to adjourn at 5:00 PM, seconded by Susan Bailey. The motion passed unanimously and the meeting was adjourned.

Respectfully submitted,

Patricia Ambrose, Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on May 16, 2013.

Town of Madison, Board of Library Trustees Meeting for May 15, 2013

Minutes approved: June 19, 2013

Library Board of Trustees

Page 2 of 2

May 15, 2013