

MADISON LIBRARY  
BOARD OF TRUSTEES MEETING  
JULY 17, 2103, 3:30 PM  
CHICK ROOM, MADISON LIBRARY  
APPROVED MINUTES

ATTENDANCE: Peter Stevens, Chairperson; Sandra Carr, John Filson, Angela Johnson, Tom Reinfuss, Mary Cronin, Library Director

ABSENT: Susan Bailey, Ron Force, Mary O'Neil, Fay Melendy, Friends of the Library.

CALL TO ORDER: The meeting was called to order by Chairperson Peter Stevens at 3:35 PM.

APPROVAL OF MINUTES: Motion by John Filson to approve the minutes of June 19, 2013, seconded by Sandra Carr. The motion passed unanimously.

REPORT OF THE TREASURER: Treasurer Angela Johnson reported that we still have bills coming in. but all are budgeted for. She said the investment account is down a little due to market fluctuation. She said we received \$39.61 in dividends from John Hancock. Angela suggested moving some money from the Wells Fargo account to the library for books. Mary Cronin noted that there will be some money available from the Friends of the Library a few weeks after the book sale.

Motion by Sandra Carr to withdraw \$500 in interest from the Wells Fargo account, seconded by John Filson. The motion passed unanimously.

Angela said we are right on target on the town budget for this time of year, about 54%. She said we do have online banking available now but she hasn't yet got it into Quickbooks. Motion by Sandra Carr to accept the Treasurer's Report, seconded by John Filson. The motion passed unanimously and the Treasurer's Report was accepted and filed for audit.

LIBRARY DIRECTOR'S REPORT: Library Director Mary Cronin reported that she has purchased a new wireless printer/scanner/fax. She said the steps are now finished in the front of the building. She said there has been another accident in the parking lot, and Peter Stevens said he is going to paint over the lines. Mary said the Summer Reading Program has 42 people enrolled and she's happy with the way it's going. She said the Mad Science program was very popular and the Trebuchet Challenge is going well. She said volunteers are needed for judging on August 3. She said she and possibly Assistant Librarian Sloane Jarell will be attending conferences in October.

GALLERY: Same as last month.

FRIENDS OF THE LIBRARY: Program on Tuesday, July 23, at 7:00 PM: "Exemplary Country Estates of New Hampshire."

OLD BUSINESS:

Space Planning/Library Improvements: John Filson noted that this is something the board has been discussing since March, and he said the primary objectives are more work space and a better work environment. He said he and Peter Stevens have met with Mary twice since the last meeting to discuss issues of workspace, storage and privacy. Some of the short-term possibilities discussed were removing some of the doors on the cabinets in the existing work area, and to move workspaces to provide more space to work on laptops. John said another idea is to move the current work area across the entry way hall so it's on the left as you enter rather than the right, which will prove a semi-private work space for the

staff. He said long-term solutions could be to get away from the stairway to the Chick Room and have a stairway accessible from outside or inside that would go down to the basement. Peter Stevens added that this is an issue of safety in case of fire. He said if there is a single exit it limits us to 40 people in this room and it's not a long-term safe condition. Peter distributed possible construction plans to the board and these were discussed. The board members went to take a look at the storage area. John said if we're going to make a big change, we'd better make sure it solves all the problems we want to solve. There was a discussion of what electrical work would be required. John asked if the costs could go on the town budget, and Mary said they can go into the CIP. Angela Johnson mentioned plans for roof repairs that are coming up in 2014. Peter Stevens said at least 3 bids will be required for construction. Mary discussed getting a community facilities grant. John asked if the next step is to look at the short-term and medium-term changes and then getting a cost estimate. Mary said getting a timeframe would be a good start. Peter said we want a better idea of what we want the layout to be. Mary said we need to get a cost because that will determine what year it's going to be done. Tom Reinfuss suggested taking the money set aside for the roof and putting it toward some short-term construction. John Filson said we need to look at all the options and see how much they will cost. Mary said she will call John Neal to look at the roof. Mary said it would also good to have an estimate for the work in the corners and the electrical work and this could probably be built into the operating budget. Peter and John said they would try to be present when the bidders are here. There was a brief discussion of a sprinkler system.

Buildings & Grounds Update: Mary said several volunteers have been working on landscaping and that volunteers are needed to weed the garden.

#### NEW BUSINESS:

Affordable Care Act and Libraries: Mary said she was contacted by the Conway Daily Sun regarding the implementation of the Affordable Care Act and that she responded that helping people access the internet is part of what we do at the Madison Library. The board thought her response was excellent.

ADJOURN – Next Meeting: August 21, 2013. Motion by Angela Johnson to adjourn, seconded by John Filson. The meeting adjourned at 4:50 PM.

Respectfully submitted,

Patricia Ambrose, Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on July 20, 2013  
Town of Madison, Board of Library Trustees Meeting for July 17, 2013