

MADISON LIBRARY  
BOARD OF TRUSTEES MEETING  
SEPTEMBER 18, 3:30 PM  
CHICK ROOM, MADISON LIBRARY  
APPROVED MINUTES

ATTENDANCE: Peter Stevens, Chairperson; Susan Bailey, Sandra Carr, Ron Force, John Filson, Angela Johnson, Mary O'Neil, Tom Reinfuss, Mary Cronin, Library Director.

ABSENT: Fay Melendy, Friends of the Library

CALL TO ORDER: The meeting was called to order by Chairperson Peter Stevens at 3:32 PM.

APPROVAL OF MINUTES: Motion to approve the minutes of August 21, 2013 by Ron Force, seconded by Tom Reinfuss. Tom noted one correction in the spelling of a name. With this correction the motion to approve the minutes passed 4-0. Four board members did not attend the August meeting and abstained from voting.

REPORT OF THE TREASURER: In the board packet. Treasurer Angela Johnson summarized the Statement of Financial Position: The combined total in the checking and savings accounts is \$3,374.89. The Wells Fargo Investment totaled \$13,308.64 at the end of August. There were dividends of \$62. On the town budget drawdown we are at 71.35%, which is pretty much on target. Angela said this year we have received a total of \$7,785 from the Friends of the Madison Library (FOML), of which \$5,000 was for KOHA. Motion by Ron Force to accept the Treasurer's Report, seconded by John Filson. The motion passed unanimously. The report was accepted and filed for audit.

LIBRARY DIRECTOR'S REPORT: In the board packet. Librarian Mary Cronin said it has been a busy September. She said she will be writing a draft Technology Plan for 2014-2015 to bring to the October Trustees' meeting. She said statistics show that transfers between libraries have really taken off. On Friday she will be attending a conference in Vermont. Carroll County librarians will be coming here for a tech meeting on September 30. Mary suggested to the board that instead of fines, a donation jar could be used for anyone with overdue books, at least as a short-term trial. The board agreed with this. Mary said she thought it was time for formal planning in the form of a strategic plan, including interviews with town committees and others to determine what Madison's needs and priorities are for library services and how the library should plan on providing them. Peter Stevens agreed with this and suggested discussing this later in the meeting during the discussion of the Carroll County Roundtable.

GALLERY: No exhibit.

FRIENDS OF THE LIBRARY: Program on October 17, 7:00-8:30 PM in the Chick Room: "When You Walk Do You Feel You Are Like Dancing?" presented by Deb Kinghorn.

OLD BUSINESS:

Space Planning/Library Improvements: The Building Committee met with Brian Taylor and found that he is very flexible in terms of scheduling and that he will meet the figure that will reduce the budget. There was a discussion of the financing of this project and whether a Warrant Article will be required. Ron Force had some suggestions of ways to proceed other than a Warrant Article. He said he was trying to be creative in terms of financing. Other sources of funding were discussed. Mary Cronin

noted that in previous years the Ham Foundation has donated \$10,000 toward the cost of the Children's Room. She said it is important for the work to be done but she would like to wait on the Ham Foundation, which meets again in April 2014, but otherwise put a Warrant Article in place. Peter Stevens suggested submitting the full amount of the Warrant Article and then reducing it on the floor if other funds have been found. It was decided to notify Brian Taylor that this project will be started in May 2014, and in the meantime to start fundraising. It was decided that the 2014 Warrant Article would be for \$14,500. Tom Reinfuss asked if there should be a Plan C in case the Warrant Article fails. Peter Stevens suggested working on this issue at another Building Committee meeting starting at 2:30PM before the next Trustees' Meeting. He said he, John Filson, and Ron Force will meet, along with anyone else who wants to attend.

Budget Worksheet for Town Funds: Changes to the budget worksheet as presented were discussed. Some funds were shifted around to enable the purchase of blinds this year. The board had a question about the 25% reduction in Technology in the budget. Mary explained that people aren't enthusiastic about Windows 8, and we've got i-Pads, e-readers, audio, and a good amount of computers. She said she would like to add one more laptop and is hoping to get a touch screen and keyboard as well as software that recognizes voice dictation. After adjustments, the amended budget resulted in a 2.06% increase over last year. Mary said the full budget, which goes in the Town Report, should be done at the next meeting.

Motion by Tom Reinfuss to send the budget to the Budget Committee as amended, seconded by Ron Force. The motion passed unanimously.

Capital Improvement Program – on 9/3/13 submitted desk relocation for 2015, sent drafts for roof for 1016, boiler for 2017.

Fundraising Raffle: Mary said that Canoe King suggested a raffling a kayak rather than a paddleboard, and that this should be done in the spring. Mary said once we've sold enough tickets we can pay for the kayak.

Garden Marker- On hold till next meeting.

#### NEW BUSINESS:

Peter Stevens reminded the board of the NH Library Trustees' Association (NHLTA) Carroll County Round Table, scheduled for 6:00 PM on Wednesday, September 25<sup>th</sup> in the Chick Room. Peter suggested having an agenda with such subjects as : The future of the NHLTA, the KOHA cooperative, and strategic planning. He said we will need to provide refreshments. Mary noted that the Trustees have funds for this; just submit receipts for any refreshments that are purchased. Peter reminded the board of the Library Trustee Orientation meeting on September 19 at 5:00 PM in Conway, which is especially beneficial to new trustees.

ADJOURNMENT – Next Meeting: October 16, 2013. Motion by Ron Force to adjourn, seconded by Tom Reinfuss. The motion passed unanimously and the meeting adjourned at 5:10 PM.

Respectfully submitted,

Patricia Ambrose  
Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on September 19, 2013  
Town of Madison, Board of Library Trustees Meeting for September 18, 2013