

MADISON LIBRARY  
BOARD OF TRUSTEES MEETING

April 20, 2011

Chick Room

APPROVED MINUTES

**ATTENDANCE:** Beverly Klitsch, President; Angela Johnson, Ron Force, Mary Russell, Mary Ann Sosnoff, Peter Stevens, Mary Cronin, Library Director

**ABSENT:** Sandra Carr, Melissa LaRoche, Tom Reinfuss, Carol Batchelder, Friends of the Library

**CALL TO ORDER:** Meeting was called to order by Beverly Klitsch at 3:30 PM.

**APPROVAL OF MARCH MINUTES:** Angela recalled saying that February was better on market fluctuation but that March was not looking as good as far as stocks were concerned. Peter moved to accept the minutes with this amendment and Ron seconded the motion. The March minutes were unanimously approved and accepted as amended.

**REPORT OF THE TREASURER:** Angela reported some slight earnings on dividends in March. She had the financial reports from Abbott and Johnson & Johnson which were available for anyone who wanted to look at them. Regarding the Jackson Annuity (the Hocking Endowment), we are between years 6 and 7. After 7 years we can take money out without penalty. We are making about 3% a year. There will be more news in November on this. The Town Budget drawdown is in your folders. We are already over budget on heat. This is covered in the Town budget in the General Building Fuel Account. It will even out on our budget's bottom line. Other than that, we're about on target. Ron moved to approve the report. Peter seconded the motion. The report was approved and filed for audit.

**LIBRARY DIRECTOR'S REPORT:** Mary would like to pull funds from the Technology line to purchase a laptop. Angela moved to approve the purchase of a laptop and Beverly seconded. The motion passed unanimously. Mary said that when she finds a deal on an e-reader she will buy that as well. Ron said he felt it was very important for the library to continue to invest in state-of-the-art technology. The library garden has been neglected and needs some work. Mary is hoping to recruit some volunteers to help in the garden on a Saturday afternoon or Sunday around the last weekend of April, weather permitting. Several board members volunteered to help. There is a NH Library Association conference on May 5 and 6. Mary and Leonora Southwick are planning to attend but Mary has been unable to schedule staff coverage. Board members agreed that it is important for Mary to attend the conference and that the library should be closed during those days, with advanced notice to library patrons.

FRIENDS OF THE MADISON LIBRARY REPORT: Melissa got in touch with the art teacher at school and the colorful artwork of the students will be put up. The annual meeting of the FOML is next week at the church. They will present and approve the budget. There will be \$1,500 for books again this year.

#### OLD BUSINESS

Carpet Installation: Peter presented samples of carpeting. There was a discussion of various options such as broadloom vs. carpet tile. There were four bidders. Mary discovered that other libraries use the carpet tile and they love it. After discussion Ron moved to go with the carpet tile and Beverly seconded. The board agreed and the motion passed unanimously. An increase in funds over budget would be necessary, and it was decided that the FOML should be contacted for extra funding. Ron said he would be at their meeting next week. Angela offered to contact the Town to request funds as specified in the Warrant Article. Mary Russell moved to go with bidder Kevin Milford of Milford Flooring. Angela seconded. The motion passed unanimously. Mary and Peter picked their first choice of color for the carpeting and the board agreed on a second choice in case the first was unavailable. All agreed that Peter's chart of Library Carpet Bids had been very useful.

Spring Conference: Conference of the Library Trustees Association is May 9, 2011, and it was agreed that this would be helpful to board members. Several board members indicated that they would like to attend.

#### NEW BUSINESS

Question of whether proof of insurance coverage for trustees is needed: Angela said that trustees are covered under town policies. Mary Cronin suggested going on the town website to check this.

OTHER: Mary said the energy audit of the library is available on CD if anyone is interested. She felt the library did reasonably well in the audit.

ADJOURN: Angela moved to adjourn. Mary Russell seconded. The motion passed unanimously. The meeting was adjourned at 5:05 PM.

The next meeting will be on May 18, 2011.

Respectfully submitted, Patricia Ambrose, Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on April 21st, 2011

Town of Madison, Board of Library Trustees Meeting for April 20, 2011