

MADISON LIBRARY

BOARD OF TRUSTEES MEETING

August 17, 2011

Chick Room

APPROVED MINUTES

ATTENDANCE: Beverly Klitsch, Chairperson, Ron Force, Angela Johnson, Peter Stevens, Mary Cronin, Library Director

ABSENT: Sandra Carr, Melissa LaRoche, Mary Russell, Tom Reinfuss, Mary Anne Sosnoff, Carol Batchelder, Friends of the Library

CALL TO ORDER: Meeting was called to order by Beverly Klitsch at 3:39 PM.

APPROVAL OF JULY MINUTES: Peter moved to accept the minutes and Ron seconded the motion. The minutes were approved and accepted.

REPORT OF THE TREASURER: Some donations have been coming in to the Robert Risch Memorial Fund, including \$100 from Sandra Carr. Mary Cronin has sent out thank you notes and has informed Marty Risch as well. We have used up the Ralph Lutgen Fund. Discussion about the definition of semi-restricted or temporary restricted assets. Angela said we are through 66% of the year. Equipment repair and heat brought us up a little, but we are in good shape and right on target. Suggestion was made to have a policy about the amount we should retain for emergency. Mary suggested calling it a protocol instead of a policy. Peter said If we request funds from the Friends of the Library, it would be helpful to say that we are down to the amount that we have set aside for rainy day emergency and that's why we're coming to you. Ron said if we have roughly \$10,000 left in our investments which we try not to touch, that is our rainy day fund. The discussion turned to next year's budget, which is due October 13. A budget committee was formed with Angela, Ron and Peter as members. A meeting date for the budget committee was set for Wednesday, September 14 at 2:00 PM in Chick room. The committee will report to the board at the next board meeting on September 21. Ron moved to accept the Treasurer's Report and Peter seconded. The Treasurer's Report was accepted and filed for audit.

LIBRARY DIRECTOR'S REPORT: There was a discussion about outdoor lighting. Mary suggested looking into the possibility of a grant for energy-efficient outdoor lighting. She said this would be more of a municipal than a library program. The annual fee for the NH Downloadable Books will take a big jump next year from \$275 to \$875 as Madison has just nudged over the 2,500 population mark on the fee scale with the 2010 census. Angela moved to pay the \$875 additional expense and Ron seconded the motion. Mary said that job descriptions have not been reviewed for a long time and she will ask Mary Russell to help with this project, although it can wait till next month. Angela suggested asking Melissa and/or Tom to help as well.

GALLERY: Mary will look into moving the Arts Association artwork to the library after the North Conway show. Original watercolors by Stacy Goodwin will be displayed in the Gallery in October.

FRIENDS OF THE LIBRARY: The Book and Author Luncheon will be held a week from this Saturday featuring author Cornelia Read. The FOML will be the fiscal agent for this year's One Book One Valley. The featured author will be Tom Ryan from Jackson, whose book will be released in September. Question was raised whether FOML and their associates would be the primary users of the overhead projector.

Minutes Approved: September 21, 2011

Library Board of Trustees

August 17, 2011

Page 1 of 2

Mary said we already have a projector but we need an estimate on the costs of installing it. Ron said the Madison church is about to go through this very soon and trustees will have a ballpark figure. Angela suggested contacting Cinemasque to get an estimate on installation. The board agreed that we ask the Friends for funding the installation before going to a warrant article.

OLD BUSINESS:

Pathways to other town facilities: Before going to the selectmen, Ray O'Brien suggested talking to the Fire Chief and Billy Chick to get them on board. Ray is on board as well. We are on the selectmen's agenda this coming week. Mary has talked to people at the school as well. It was agreed that the path should be safe, visible and easy, and should be marked across the road. The idea is to turn this into a town campus. There was a discussion about maintenance of the path.

Outdoor seating: There was a continued discussion of putting up a canopy outside for WIFI users. Mary asked if we should look for donations for a canopy and bench. Bev suggested that if the trees were pruned it would be a nice area out front with or without the canopy. The board members agreed to meet outside after the meeting to look at the location where a canopy might be needed. Peter recommended that Mary call Gus regarding the electric bill before the new budget is done. Peter said by rights it should go to the Friends but Angela said there is money in town funds.

Software ILS upgrade: Mary hasn't heard from the state library with their planned system. She thinks they are not interested in spending a lot of money on a new system right now. This would have to go on a town warrant.

NEW BUSINESS: None

ADJOURNMENT: Ron moved to adjourn and Peter seconded the motion. The meeting was adjourned at 4:50 PM

The next meeting will be on September 21, 2011.

Respectfully submitted,

Patricia Ambrose, Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on August 19, 2011

Town of Madison, Board of Library Trustees Meeting for August 17, 2011