

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
OCTOBER 19, 2011
CHICK ROOM
APPROVED MINUTES

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

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

CALL TO ORDER: Meeting was called to order by Chairperson Beverly Klitsch at 3:34 PM.

APPROVAL OF SEPTEMBER MINUTES: Peter Stevens moved to approve the September minutes. Ron Force seconded the motion. The minutes were approved and accepted.

REPORT OF THE TREASURER: Angela Johnson brought copies of the annual report from Paychex for any board members who want to see it. She said we received a small dividend but due to market fluctuation we are down a little bit. We are still buying books with Friends money but it is pretty well used up. There was some discussion about where funds could be found for book purchases. Angela suggested taking funds out of the Believe in Books money for children's books. She said the Town budget drawdown is 83.76%, in line with this time of year, but heat has gone over budget by \$397.70. Equipment repair has gone up this year. Ron Force moved to accept the Treasurer's Report with gratitude, and Peter seconded the motion. The Report was accepted and filed for audit.

LIBRARY DIRECTOR'S REPORT: Mary Cronin distributed a petition for board members to sign to keep the van going for interlibrary loans. Mary said she got estimates for materials for replacing the front steps from the Siler Lake Home Center and for the exterior door handle from Granite State Glass, but she said she did not know how to estimate labor costs for these projects. Ron Force said he knows someone who might do the work and he might get a better estimate. The board agreed that the funds for these projects should come out of Building Maintenance. Ron Force moved to increase the Building Maintenance account by \$1,100 for the next fiscal year, primarily to support the construction of a 3-step staircase in the front of the library and to install an exterior door handle and for other minor maintenance items. Mary Russell seconded the motion. Mary Cronin reported that she attended the MWV Job and Resource Fair earlier today and shared a table with other representatives from area libraries to demonstrate library resources that job seekers may find helpful. She said that the Madison Library will begin offering a Job Seekers Networking and Support Group on Friday mornings. In addition to other programs offered at the library, a writer's group maybe started. Mary said she attended the New England Library Conference in Burlington, VT on October 2-4, where ideas were presented about reorganizing collections as well as ideas on ways to serve the unemployed. Mary said that seasonal volunteers are leaving, so we could use more volunteers. Board members suggested putting a "Help Wanted" sign in the entryway. Mary mentioned that sometimes people stay in the parking lot using Wi Fi after dark when there might be only one staff person in library, raising security issues. The board discussed whether a motion sensitive light might be needed, but the consensus was that volunteers were the answer. Board members mentioned that the floodlight needs to be fixed as well as it is not working properly. Mary Cronin said she and Mary Russell met to review job descriptions and found that they are really outdated. Mary reported that about a dozen DVDs went missing so we need to find a more secure way of handling them. She said that after the beginning of the year the library will need to have a couple of new outlets put in. Mary announced a Carroll County Trustees meeting on November 1 at 8:00 PM at the Conway Library. Mary said she is

supposed to reply as to how many will attend and she asked board members to let her know by October 27. Beverly Klitsch and Peter Stevens said they will go.

GALLERY: Mary said there may be someone interested for November.

FRIENDS OF THE LIBRARY: There was a program last week on The Mayan Calendar which was fairly well attended. The Friends will have a program early in the winter.

OLD BUSINESS:

Pathways to other town facilities – any update?: Stakes have been put in and Billy Chick will try to fill it in as time permits. Mary Cronin said her idea is to make a Story Walk with pages from children's books. She suggested trying to raise a little money for the stakes and 3 copies of the book used in the Story Walk. Peter Stevens suggested some kind of historical development along the walk as well. Ron Force suggested an exercise area on the walk.

Upgrade Chick Room including overhead projector: Mary said we have a projector that gets checked out occasionally, so if it's installed overhead it should be a new one. This would be for next year.

Budget: The board already discussed changing the budget. Ron Force talked to Fay Melendy about salaries and hasn't found out anything yet.

Adirondack chairs – any updates?: Angela Johnson said the chairs run about \$190-250. She picked up brochure at the fair about chairs made out of skis which she handed out to board members.

Stair report – any update?: This was already covered.

NEW BUSINESS:

New England Library Association meeting funding: Angela said this was paid out of Trustees Funds.

Book purchases from Friends funding: already covered.

Recording secretary compensation – September meeting was long. The board decided that since the previous meeting ran overtime, the recording secretary should add an hour on to the invoice for this meeting.

Mary Cronin said she had an idea for a fundraiser: People could "regift" unused/unwanted gifts to the library (brand new items only) and we will have a silent auction. This could be held mid-November to the first week December. Board members agreed it was a good idea.

ADJOURNMENT: Ron Force moved to adjourn the meeting and Mary Russell seconded the motion. The meeting was adjourned at 4:45 PM. The next meeting will be on November 16, 2011.

Respectfully submitted,

Patricia Ambrose, Recording Secretary

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

Town of Madison, Board of Library Trustees Meeting for October 19, 2011