

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
DECEMBER 21, 2011
CHICK ROOM
APPROVED MINUTES

ATTENDANCE: Beverly Klitsch, Chairperson; Sandra Carr, Ron Force, Angela Johnson, Tom Reinfuss, Mary Russell, Mary Anne Sosnoff, Peter Stevens, Mary Cronin, Library Director,
ABSENT: Melissa LaRoche, Carol Batchelder, Friends of the Library

CALL TO ORDER: The meeting was called to order by Chairperson Beverly Klitsch at 3:30 PM.

APPROVAL OF NOVEMBER MINUTES: Angela Johnson moved to approve the November 16, 2011 minutes. Mary Ann Sosnoff seconded the motion. The minutes were approved and accepted.

REPORT OF THE TREASURER: Angela reported that our financial position has improved a little. We received \$56 in dividends. The Jackson Annuity came in with \$132.99 interest, 2%, better than a CD at the bank would have. The credit card is in and the \$200 in the Library Advance Account will go back into the savings account and the Library Advance Account will be dissolved. Angela said she would like to dissolve the 3125 Children's Room Building Fund by the end of year and move the balance back into general funds. Sandra Carr moved that we dissolve the funds as described, seconded by Peter Stevens. Angela said we've had a couple of donations, one from Kathleen Moore for \$300, and Helen Prince brought in some checks for DeJulio paintings for \$128.25. She said we have the budget drawdown through December at 97%, so we did a pretty good job with keeping the budget in line last year. Tom moved to accept the Treasurer's Report and Peter seconded. The report was filed for audit.

Peter brought up the money we have invested in three stocks. There was a discussion of whether this is a safe investment or whether a savings account would be better. Board members expressed the belief that now is not the time to be moving money. The board decided to table this discussion for now and to put it on the agenda in April after the elections.

LIBRARY DIRECTOR'S REPORT: Mary Cronin said her Technology Plan is attached and she would like to get it adopted if it's OK. She said it would be good to have for the Warrant Articles. Peter moved to approve the Technology Plan after striking the phrase "borrowed from Avon Free Public Library, CT" Angela seconded the motion. The motion passed unanimously. Mary will put the plan on the website.

Mary said we had about 50 people here on Saturday. She is still working on the Career Job Seeker Program but so far there is not much interest. She said she would like to ask the Friends of the Library to set aside funds for ILS software migration for 2012 or 2013. This is software that runs the library database and is a way to get into a cooperative agreement with another library. Mary said funds needed for migration will be at least \$5,000. Mary discussed the benefits of nonprofit membership in the Mount Washington Valley Chamber of Commerce, but Angela pointed out that this would cost \$200.

GALLERY: Mary said she has someone lined up for the summer.

FRIENDS OF THE LIBRARY: No report.

OLD BUSINESS

Budget: Peter Stevens went over the report Town Libraries: State of NH 2010. He said this report puts our budget in perspective with other towns. He said we took other libraries similar to our size and looked at what the town gives to the library. He noted that we receive 80% of the typical library and 78% of the median library. He said total staff expenditures are consistent at 80% and total operating revenues are 78%, so those four figures are all consistent with each other and the way we do it is with volunteers. We are doing very well with our budget in relation to other towns and in relation to the town budget for the

library. The board agreed that this was good research and a good report.

Looking at the 2012 budget, Ron Force said the selectmen have requested a reduction to 3.5% over 2011, which reduces the total to \$60,329. Ron said he proposed that we should do our best to meet the selectmen's request because we are trying to be sensitive to some of the larger issues at hand. Beverly Klitsch said she didn't see how knocking down \$7,000 could affect anyone's tax bill. Angela suggested putting the book budget to \$4,000, which would bring us to 4% change. Sandra Carr said it's good if we can offer 4%, but if we don't have the books we can't give the services at today's level. Tom Reinfuss said we are looking at an increase in general maintenance and heat. The board proposed taking \$2,000 out of general maintenance, and Angela said we should point out that the selectmen erred on the estimate for heat last year. Mary said the selectmen recommended that pay raises not be given till after town meeting, and Angela pointed out that that will cut the budget even more. It was noted that the library budget is 2% of the town budget. Sandra said she thought we have good arguments for not complying with the selectmen's request for a reduction to 3.5%. Angela moved to send a budget of \$62,219 or 6.74% to the selectmen. Tom seconded the motion. The motion passed with Ron abstaining. In relation to the budget, Ron told the board about his experience at the Madison school board budget meeting last night, which he thought was a real eye opener. He said the next town meeting is going to be different because our taxes are probably going up another 25% in the next four years the way things are going right now.

Pathway: No news. Tabled till spring.

NEW BUSINESS:

Outdoor lighting was revisited. Beverly asked about putting motion-sensitive lights on the building. Mary said the police prefer the lights be left on all night. They are on a timer. She said the light fixtures on the sides of the door are useless. She said we need some lights further away to light the rest of the parking lot. Peter asked if the town is responsible for exterior lighting. Mary said she thought it would be up to the Trustees to recommend it as a security issue. Sandra said she thought we should assume it's a town responsibility and to put it out as a safety issue. Mary said the town had an energy audit done last summer and although she thought it concerned primarily interior lighting, there might be some suggestions for outdoor lighting in their report. Mary offered to get the report and send it to the board. The board decided to table job descriptions till next month.

ADJOURNMENT: Angela moved to adjourn the meeting. Mary Anne seconded the motion. The meeting was adjourned at 4:50 PM. The next meeting will be on January 18, 2012.

Respectfully submitted,

Patricia Ambrose, Recording Secretary

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

Town of Madison, Board of Library Trustees Meeting for December 21, 2011