

MADISON LIBRARY  
BOARD OF TRUSTEES MEETING  
JUNE 20, 2012, 3:30 PM  
CHICK ROOM, MADISON LIBRARY  
APPROVED MINUTES

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

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

APPROVAL OF MAY MINUTES: Angela Johnson moved to approve the May minutes and Ron Force seconded the motion. The motion passed unanimously and the minutes were approved and accepted.

REPORT OF THE TREASURER: Treasurer Angela Johnson reported that dividends this month from Wells Fargo total \$57.50. She noted that our bank accounts are starting to dwindle with not much money coming in. In the budget drawdown, Angela said we still have \$478 for books and we are pretty much in line for this time of year. Ron Force questioned the headings on the Statement of Financial Position. Angela said the heading that read "May 30" should be changed to "April 30." She will make the correction and send the revised statement to the board. Ron Force moved to approve the Treasurer's Report with the correction of the headings and Mary Russell seconded the motion. The motion passed unanimously and the Treasurer's Report was accepted and filed for audit.

LIBRARY DIRECTOR'S REPORT: Librarian Mary Cronin brought up the possibility of purchasing some additional e-readers. She said technology is shifting so quickly it is hard to know what to do. Peter Stevens asked if Kindles would be more popular than Nooks and Mary said she thought they would be. Melissa LaRoche moved that Mary order two Kindles and a couple of books to go on them. She said if it proves to be a good deal maybe later you can order more books. After discussion it was agreed that the Equipment Expendable Trust funds could be used to purchase the Kindles and that the book money could come from the budget. Mary Russell seconded the motion. The motion passed unanimously.

Mary Cronin said she has received two estimates for carpet cleaning. One estimate was for \$500 and one for \$465. Angela suggested going with the carpet cleaner that we had previously, but Peter suggested going with the one with the lower estimate. Melissa also suggested asking for a copy of their insurance. Mary Cronin thought that the choice might depend on availability, and the board agreed.

Mary said Phil LaRoche has provided some guidance on the entrance steps, saying that they do not need to be replaced, as well as the door handle for the street side garden door. Mary said we need to follow up with Bob Babine to see whether this is an official exit because it is not ADA accessible. Peter noted that it may not need to be because we already have two exits, and emergency exits do not have to be ADA accessible. Mary said Phil LaRoche will give us a price on a drip guard over the children's room door. Mary showed the board two "No Idling" signs that the NH Department of Environmental Services gave the library. The board suggested calling Billy Chick and asking him to hang the signs. Mary said she will have a newsletter out at the beginning of July. She said there will be three different local author events.

GALLERY: Jan Eskedal's artwork is coming in September.

FRIENDS OF THE LIBRARY: The Friends will host "The Language of Dogs and Cats", a UNH Speaker's Bureau Program, on June 28, in the Chick Room of the Library.

OLD BUSINESS: Mary Cronin said she will see if the Fire Department will put a motion sensor light on back of their building, but she said this is not a priority. Peter asked if the letter to Billy Chick discussed at the last meeting had gone out. Mary Russell said she drafted a letter and because her printer wasn't working she forwarded it to Mary Cronin to print on letterhead and send. Peter requested that board members receive copies of all letters sent out on behalf of the board, as well as copies of all relevant e-mail. He said if some conversations are considered non-public they should be brought to a non-public meeting to be discussed.

#### NEW BUSINESS

- a. **WELLS FARGO ACCOUNT CHANGES:** Treasurer Angela Johnson handed out to the board some correspondence from Wells Fargo regarding a change in our Wells Fargo Financial Advisor from Loren Ackerman to Jim O'Donoghue, along with a financial report. She said she assumed that the account will stay pretty much the same. Ron asked about the cost of managing the account and Angela said that last year it was \$85 but she didn't know if things would change with the new person. There was a discussion about contacting the new Financial Advisor and whether a new committee should be set up to review financial policies. Ron said if everyone is happy we may not need a committee, but we might want to talk to the new Financial Advisor. Peter agreed that getting feedback from him is probably the next step. The board agreed with this and Angela said she will contact Jim O'Donoghue before the next meeting. Mary Cronin said we do have an investment policy that you might want to review before contacting him. Ron suggested this as an agenda item for the next meeting and the board agreed.

**FOOD FOR THOUGHT:** Peter Stevens handed out to the board a Library Mission Statement that he received from the New Hampshire Library Trustees Association (NHLTA). He said it would be interesting to hear from board members as to why they are here, and he would like to have ongoing discussions with board members about their goals and objectives as Trustees. Mary Cronin said if the board wants to do long-range planning, the first thing you do is set the Mission Statement. She said you can also have a Vision Statement. She said strategic planning takes a lot of commitment by a board and includes user surveys and focus groups to find out what the community wants. She said some libraries hire a consultant to work on a strategic plan. Ron Force asked what the plan is today for a Mission Statement. He said we have to think very seriously about whether we need to change it and if so, why. He said the people who wrote this back in 1997 put a lot of thought into it and he would be hesitant to change it. Angela Johnson noted that one change would be technology. Ron suggested that the Mission Statement could be an agenda item for the next meeting and the board agreed.

**ADJOURNMENT:** Mary Russell moved to adjourn the meeting and Ron Force seconded the motion. The meeting adjourned at 4:35 PM.

Respectfully submitted,

Patricia Ambrose  
Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on June 22, 2012

Town of Madison, Board of Library Trustees Meeting for June 20, 2012