

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
OCTOBER 15, 2014, 7:00 PM
CHICK ROOM, MADISON LIBRARY
APPROVED MINUTES

ATTENDANCE: Peter Stevens, Chairperson; John Filson, Angela Johnson, Bruce Kennedy, Cheryl Littlefield, Linda Smith, Mary Cronin, Library Director

ABSENT: Susan Bailey, Sandra Carr, Mary O'Neil, Tom Reinfuss, Fay Melendy, Friends of the Library

CALL TO ORDER: Chair Peter Stevens called the meeting to order at 7:00 PM with 5 board members present.

APPROVAL OF MINUTES: Motion by Angela Johnson to approve the minutes of 9-17-14, seconded by Bruce Kennedy. The motion passed 4-0-1 with 1 abstention and the minutes were approved and accepted.

REPORT OF THE TREASURER: Treasurer Angela Johnson reviewed the Statement of Financial Position that was in the board packet:

- Due to market fluctuation, Wells Fargo investment stocks were up \$518.10 Expense/service fees were \$90.00 and we got a dividend of \$42.01 from Johnson and Johnson.
- Cash on hand is \$776.91.
- We should be thinking about when to take out of the Wells Fargo line the \$3,000 that will pay for the renovations which start in November. Angela asked the board if we want to sell out of one stock or take it out across the board. This was discussed. The board decided to sell 80 shares of Paychex stock. Linda Smith asked Mary about adding in some of the cash on hand, but Peter Stevens said he would like to hang on to the cash in this kind of market.

Motion by John Filson to sell 80 shares of Paychex stock to cover our share of the library renovation, seconded by Linda Smith. The motion passed 5-0.

Angela said she needed to come up with a format to do a monthly report on the stocks. Peter said it would be good to compare this with the S&P. Angela said there is nothing significant on the Statement of Income and Expense. On the Town budget drawdown we are at 75.54%.

Motion by Bruce Kennedy to accept the Treasurer's Report, seconded by John Filson. The motion passed 5-0.

LIBRARY DIRECTOR'S REPORT: Library Director Mary Cronin summarized her written report in the board packet:

- A new 8.1 desktop computer with a WiFi card has been ordered.
- If sufficient tech funds remain Mary is looking to purchase a digital wireless camera.
- Mary was hoping to purchase a tablet for catalog searching but said there probably isn't enough money right now.
- Mary applied for a grant from the Pequawket foundation for scanning equipment to use for the Local History Project. The scanning equipment could also be used with other library equipment to set up a mobile digital media lab in the Chick Room when needed.

- Mary is meeting tomorrow with other librarians to discuss jointly applying for a grant for a 3-D printer to be shared by the libraries. There was a discussion of what could be done with a 3-D printer.
- Upcoming conferences: The NH Library Association's IT group is meeting here tomorrow. Next week Mary will be going to the New England Library Association conference in Boxboro. On November 7 Mary will attend the NH Library Association annual meeting where 3-D printers will be available for viewing.

GALLERY: A few barn paintings remain.

FRIENDS OF THE LIBRARY: FOML book sale on October 18. On October 21 there will be a presentation on the NH Grange in the Chick Room at 7:00 PM.

OLD BUSINESS

Strategic Plan – Final draft from Strategic Planning Committee: Peter Stevens said he thought more businesses could be listed on page 3. This was discussed and suggestions were made. Distinctions were made between businesses and employers. Bruce Kennedy said that largest employer in the area is Purity Springs Resort, not just a ski area but a year-round resort with a summer camp, ski area, family camp, etc. Cheryl Littlefield said she thought the report looked really good. Peter remembered that there was some talk about having a “thank you” meeting for the people who worked so hard on the Strategic Plan, but Mary said they didn't seem to want an event. There was a discussion about how people should be listed in the report and it was decided to list participants by whatever entity they represented, such as the historical society or the conservation committee. John Filson said there was some sense that if the plan was accepted by the Trustees that the report should be presented in some manner to the selectmen, planning committee, and budget committee. Mary said she will find out the dates of the various meetings and get the information to John so he can decide who will present the report at those meetings.

Motion by Angela Johnson to accept the Strategic Plan as amended, seconded by Cheryl Littlefield. The motion passed 6-0.

Plan for starting renovations: Mary said Brian Taylor came in last week and talked about the project and said he can start whenever we want him to. Mary said she hasn't heard from the Ham Foundation yet.

Vote on adding Simon & Schuster titles to NH Downloadable Books: Mary asked for the board's advice on whether to vote to add Simon & Schuster titles to the downloadable books collection. She said the publisher's stipulation is that a “buy now” button appear next to each title. She said all participating libraries are voting on this. After discussion the board decided to vote not to take part in the Simon & Schuster program.

Motion by Linda Smith to vote not to take part in the Simon & Schuster program, seconded by Angela Johnson. The motion passed 5-0.

2015 Town Budget – Library Assistant line item adjustment: Mary said staff hours are getting really tight at the end of the year. In order to cover staff vacations, run programs, and attend library-

related meetings and professional development events, Mary asked for an increase of \$828 in the Assistant Librarian line item in the 2015 Town budget. She said the other option is to cut hours. Cheryl Littlefield arrived at the meeting during this discussion.

Motion by Angela Johnson to increase the Town Budget by \$828 to cover the staff vacation hours and programming. Seconded by John Filson. The motion passed 6-0 and Mary said she will send a budget revision to the Town office tomorrow.

NEW BUSINESS

Change Trustees' meeting time: After discussion, the board decided to change the meeting time back to 3:30 PM.

Motion by Cheryl Littlefield to change the Trustees meeting time to 3:30 PM, seconded by Angela Johnson. The motion passed 6-0. The new meeting time will be posted.

Madison Boulder Bulletin: Some Trustees said they found the links hard to follow.

Metal shelving for sale from Tucker Free Library – good for FOML book sale room: Mary said there is metal shelving available for sale at the Tucker Free Library in Henniker which would work well for the book sale storeroom. Mary said she thought the Friends would pay the \$100 purchase price for the shelving. Bruce Kennedy offered to transport the shelving.

Other Business: Mary said there will be a NH State Representative meeting here next Thursday.

ADJOURN – Motion by Angela Johnson to adjourn, seconded by Bruce Kennedy. The motion passed 6-0 and the meeting adjourned at 8:26 PM.

Next Meeting: November 19, 2014 @ 3:30 PM.

Town of Madison, Board of Library Trustees Meeting for October 15, 2014.

Approved Minutes
Respectfully submitted,

Patricia Ambrose
Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on October 16, 2014.