

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
MARCH 21, 2018, 3:30 PM
CHICK ROOM, MADISON LIBRARY
APPROVED MINUTES

ATTENDANCE: Vice-Chair Linda Smith, Sandra Carr (via WebEx), John Filson (via WebEx), Angela Johnson, Bruce Kennedy, Karen Lord, Patti Rau, Peter Stevens; Library Director Sloane Jarell

CALL TO ORDER: Vice-Chair Linda Smith called the meeting to order at 3:30 PM.

APPROVAL OF MINUTES

February 21, 2018 regular meeting: Motion by Bruce Kennedy to approve the minutes of 2-21-18, seconded by Peter Stevens. The motion passed unanimously.

REPORT OF THE TREASURER: Treasurer Angela Johnson reviewed the report that was in the board packet:

- We have combined checking/savings assets of \$6,230.06.
- We had a \$300 donation this month.
- Market fluctuation is down \$300.48 on Vanguard Hocking and down \$656.31 on Vanguard S&P.
- On the first official Town Budget Drawdown we are at 20.33%.

Angela said because of a Town budget freeze we are taking money from the trustees for books till June.

Motion by Karen Lord to accept the Treasurer's Report, seconded by Bruce Kennedy. The motion passed unanimously and the report was accepted and filed for audit.

LIBRARY DIRECTOR'S REPORT: Library Director Sloane Jarell asked if there were any questions on the statistics. Bruce Kennedy asked if Chick Room Use and Chick Room Attendance were the same thing. This was discussed. Sloane said she will add the number in under Chick Room Attendance. There was a discussion about giving selectmen library cards. Sandra Carr suggested just sending them an invitation. Bruce Kennedy asked why the use of Britannica went up so much; Sloane said probably someone or a group of people were working on a project or report of some kind. Sloane said the dehumidifier had a few inches of ice on the back of the coil and she is hoping it will work when completely defrosted. Peter Stevens said turning the dehumidifier off in the wintertime is not a bad idea. Sloane said there will be a program tomorrow night called "Where You'll Find Me." She said this book was also chosen for One Book One Valley as well. Sloane said she attended a workshop that was very informative on the subject of talking with the community about issues related to the town and how to gear your library to the community. She said there were some discussions related to the opioid crisis as well.

GALLERY: JP Goodwin

FRIENDS OF THE LIBRARY: None.

ELECTIONS

Town Elections: Sloane said she was unable to attend the Town Meeting and Cheryl Littlefield went and spoke about the boiler, which was approved. Sloane said the ramp coming into the library is in pretty bad shape and she wanted to let the Town know about this in case they might make an allowance for the work to be started early. She noted that there is a freeze on the Town budget till June or July.

Trustee Elections:

Chair: Motion by Angela Johnson to nominate Cheryl Littlefield as board chair, seconded by Karen Lord. The motion passed unanimously.

Vice-Chair: Motion by Peter Stevens to nominate Linda Smith as vice-chair, seconded by Patti Rau. The motion passed unanimously.

Treasurer: Motion by Patti Rau to nominate Angela Johnson as treasurer, seconded by Karen Lord. The motion passed unanimously.

Secretary: Motion by Angela Johnson to nominate John Filson as secretary, seconded by Peter Stevens. The motion passed unanimously.

John Filson said he would send a letter to Sloane Jarell to pass along to the Town selectmen regarding the alternates: Sandra Carr and Peter Stevens.

OLD BUSINESS:

Town Meeting: Already covered.

Computer Use Policy: Bruce Kennedy recommended that items #5 and #10 be in bold print.

Motion by Karen Lord to approve the amended Computer Use Policy with changes as recommended, seconded by Peter Stevens. The motion passed unanimously.

NNHLC Meeting scheduled for April 12 at 6:00 PM: Trustee needed to attend: Sloane said Cheryl Littlefield will attend. Sloane said our cooperative has invited the Conway Library to join us. This was discussed. Sloane said it is only in the discussion stages at the moment and no board action is required. This will be on the agenda for the next meeting.

NEW BUSINESS:

NH Library Trustee Association Meeting: Monday, May 14 in Manchester (trustees can apply for available scholarships)

Investment Policy: John Filson said Chief Financial Office should be changed to Chief Financial Officer.

Motion by Patti Rau to approve the amended Investment Policy with change as indicated.

Finances and Bookkeeping Policy: After discussion it was decided to table this for now and bring it back to the next meeting.

OTHER BUSINESS: None.

ADJOURNMENT: Motion by Bruce Kennedy to adjourn, seconded by Angela Johnson. The motion passed unanimously and the meeting adjourned at 4:34 PM.

Next meeting: April 18, 2018 @3:30 PM.

Town of Madison, Board of Library Trustees Meeting for March 21, 2018

Approved Minutes
Respectfully submitted,

Patricia Ambrose
Recording Secretary
Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on March 22, 2018.