

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
APRIL 18, 2018, 3:30 PM
CHICK ROOM, MADISON LIBRARY
APPROVED MINUTES

ATTENDANCE: Chair Cheryl Littlefield, Sandra Carr, John Filson (via WebEx), Angela Johnson, Karen Lord, Patti Rau, Linda Smith; Susan Lee, Friends of the Library; Library Director Sloane Jarell

CALL TO ORDER: Chair Cheryl Littlefield called the meeting to order at 3:30 PM.

APPROVAL OF MINUTES

March 21, 2018 regular meeting: Motion by Linda Smith to approve the minutes of March 21, seconded by Angela Johnson. The motion passed unanimously.

REPORT OF THE TREASURER: Treasurer Angela Johnson said we had dividends of \$34.22 in Vanguard Hocking and \$75.59 in Vanguard S&P. She said the market, which has been fluctuating, was down again. She said in the budget drawdown we are at 26.69%, which is low for this time of year due to the Town budget freeze.

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

LIBRARY DIRECTOR'S REPORT: Library Director Sloane Jarell said she added Chick Room use, in terms of the number of events and the number of people, to the statistics report. It was noted that circulation went up this month, although it is still lower than this time last year. Sloane said she put in the board packets a copy of the RFP that was in the *Conway Daily Sun* on April 3. She said so far there has been no response to the RFP. She said the previous vendor will review his bid and come back. In a follow-up to the discussion last month, Sloane said she invited the Town selectmen to have library cards and one came in and picked up an application and a mug. She said she dropped off notes and applications at the Town Office. She said we are gearing up for the Friends' program next Thursday and will be getting packets ready for kindergarten registration. She notified the board of vacation schedules. Cheryl Littlefield asked if anyone joined the Thousand Books Before Kindergarten program. Sloane said not yet but possibly kindergarten registration and summer reading will bring some in. She said the state librarian notified her that after five months of working on trying to solve the problem with their software program they have given up and are now putting their efforts into obtaining a new system.

GALLERY: JP Goodwin

FRIENDS OF THE LIBRARY: Susan Lee turned over to the trustees a copy of the Friends' tax return and the return that goes to the state. She said the books were audited by Marcia Shackford, who included a statement saying that everything is in proper order. Susan said the Friends are having their annual meeting and program held jointly with the Garden Club on April 26th called Journey of Discovery: A Botanist on the Trail of Lewis & Clark. She said there will be programs on June 28, September 6, and October 18 as well. Susan said the Jackson annuity made \$667 for the Friends last year. The book sales start up again in May.

Minutes approved: May 16, 2018

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OLD BUSINESS:

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

Investment Policy: Done.

Finances and Bookkeeping Policy: Tabled for this meeting.

Lighting: Sloane said the lighting in the Chick Room has not been done. This was discussed. Suggestions were made to get an estimate for this room. Susan Lee said the Friends would consider a request if one were made. Sloane said we will wait till we hear back from the others.

NEW BUSINESS:

NNHLC Meeting: Sloane said we are happy with the way the coop is working. Pros and cons of the coop were discussed. The board agreed that they were interested in pursuing further discussion about adding Conway to the established coop.

OTHER BUSINESS: None.

ADJOURNMENT: Motion by Patti Rau to adjourn, seconded by Linda Smith. The motion passed unanimously and the meeting adjourned at 4:05 PM.

Next meeting: May 16, 2018 @3:30 PM.

Town of Madison, Board of Library Trustees Meeting for April 18, 2018

Approved Minutes
Respectfully submitted,

Patricia Ambrose
Recording Secretary
Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on April 19, 2018.