

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
JUNE 20, 2018, 3:30 PM
CHICK ROOM, MADISON LIBRARY
APPROVED MINUTES

ATTENDANCE: Chair Cheryl Littlefield, Sandra Carr, John Filson, Angela Johnson, Bruce Kennedy, Peter Stevens, Patti Rau, Linda Smith; Library Director Sloane Jarell

CALL TO ORDER: Chair Cheryl Littlefield called the meeting to order at 3:31 PM.

APPROVAL OF MINUTES

May 16, 2018 regular meeting: Motion by John Filson to approve the minutes of 5-16-18, seconded by Peter Stevens. There was one change: the ramp work will begin at the end of August. With this correction the motion to approve the minutes passed unanimously.

REPORT OF THE TREASURER: Treasurer Angela Johnson said the Vanguard accounts are still doing well. She said we have used up what we had from the Jackson Annuity in books and we are now working on what is left over from the Friends last year. She said there is a total of \$4,746.91 in combined checking/savings. She said the Town Budget Drawdown is in order for this time of year.

Motion by Linda Smith 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 reviewed her report with the board:

- Statistics are about even with last month; attendance was a lot higher and circulation was about the same.
- Building and Facility: the selectmen are working on an RFP for the boiler/hot water heater for this fall.
- When we replace the stairs and ramp we will have to reroute people and we could use the children's stairs if we need to.
- American Air is planning on working on the air conditioner in the children's room the first week of July.
- The downloadable digital magazines won't be available in June; possibly in July.
- The state library has put out an RFP for the ILL (Inter-Library Loan) system.
- We have a lot of summer activities planned, including weekly events such as kids' movies and pizza and eventually movies for adults.
- The volunteer breakfast is next Thursday at 9:00 AM.

GALLERY: JP Goodwin.

FRIENDS OF THE LIBRARY: Susan Lee gave her report:

- The Friends had their annual spring membership drive, resulting in \$2,090 in dues and donations.

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- We've had our second book sale of the year with total sales of \$466.25.
- The Friends have been the beneficiary of the Hannaford bag program 3 times and have just received a check for \$160 for the April bag sale.
- The Friends are sponsoring the Madison participation in "One Book, One Valley."
- Our second public speaker of the year, Ann McClellan, will present "(Not so) Elementary, My Dear Watson" Thursday June 28 at 7:00 PM.
- We have been discussing the possibility of presenting the documentary on the NY Public Library called "Ex Libris," which is three hours long. This documentary covers all the things that a library does. It costs \$200 to purchase and we have reached out to the Cook Library and may contact the Freedom Library as well, to see if there is interest in sharing the cost. This was discussed.
- There is an online advanced class put out by the American Library Association about how to raise money and get the community involved in your library. The cost for this class is \$500. Would this be something useful? Since it is shown at the busiest time of year for the library, Sloane said she would like to see if it could be shown at other times as well.

OLD BUSINESS:

NNHLC Meeting – Follow-up meeting June 6, 2018 @ 10:00 AM in Conway: Sloane said we talked about what it would mean for Conway to join our coop and we decided to get feedback from Trustees and the Friends. This was discussed. John Filson suggested getting a list of pros and cons from board members which he offered to consolidate into one document.

Lighting: No information yet. Still on hold.

eReader Borrowing Policy and Agreement

NEW BUSINESS:

Gould Library Trust and Warren/Nickerson Library Trust Fund: Cheryl Littlefield said she just wanted the board to be aware that these two trusts exist. Angela Johnson said we get the interest from these trusts but they are not worth going after.

Gift Certificate: Sloane said an anonymous generous donor has provided a \$50 gift certificate at White Birch Books. FYI. Susan Lee suggested putting this information in the newsletter.

Electrician: Sloane said Don Whitelaw was here to see about replacing the lighting where necessary in the library, replacing the timer that turns on the outside lights, and installing lighting on the sign outside. Sloane said we would be responsible for digging the ditch to the outside light. Susan Lee asked if we need to approach the town about lighting the sign. She said if there is a sign ordinance there may be a special permit required for the lighting. Cheryl Littlefield suggesting getting Don Whitelaw to put the timer in and telling him we're still not sure about the other two projects.

Evaluations: It was agreed that board members would complete the Library Director evaluations and send them to Cheryl Littlefield or hand them in upstairs in a sealed envelope.

CIP – Roof: This was discussed. Sloane said this is in the CIP and will be on the docket for next year.

Boiler: Already covered.

OTHER BUSINESS: None.

ADJOURNMENT: Motion by Peter Stevens to adjourn, seconded by John Filson. The motion passed unanimously and the meeting adjourned at 4:32 PM.

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

Town of Madison, Board of Library Trustees Meeting for June 20, 2018

Approved Minutes
Respectfully submitted,

Patricia Ambrose
Recording Secretary
Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on June 21, 2018.