

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
AUGUST 15, 2018, 3:30 PM
CHICK ROOM, MADISON LIBRARY
APPROVED MINUTES

ATTENDANCE: Chair Cheryl Littlefield, Sandra Carr, John Filson, Karen Lord, Patti Rau, Linda Smith, Peter Stevens; Library Director Sloane Jarell; Susan Lee, Friends of the Library; David Smolen, Director, Conway Library

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

APPROVAL OF MINUTES

July 18, 2018 regular meeting: Motion by Patti Rau to approve the minutes of 7-18-18, seconded by Karen Lord. There were corrections of two typos. With these corrections the minutes as amended were approved unanimously.

REPORT OF THE TREASURER: Motion by Sandra Carr to accept the Treasurer's Report, seconded by Karen Lord. The board noted that the financials look good and we appear to be on target with the drawdown. The motion to accept the report passed unanimously and the report was accepted and filed for audit.

NORTHERN NEW HAMPSHIRE LIBRARY COOPERATIVE: Director of the Conway Library David Smolen was introduced and welcomed. Trustees had some questions regarding potential membership of the Madison Library in the Cooperative.

Question: What advantages for the citizens of Conway would be envisioned?

Mr. Smolen:

- Better service to the community
- A shared catalog resulting in many advantages
- Enhanced collection development (collection of series)
- Time savings for staff on interlibrary loans
- Increase transfers resulting in fewer interlibrary requests
- Greater purchasing power for group purchases
- A cost savings for contracts like Bywater resulting in reduced integrated library costs

Question: Will there be required changes to the existing agreement?

Mr. Smolen:

- No, it's pretty much boilerplate. There is some concern regarding reciprocal borrowing policy and non-resident cards. This is a theoretical concern and is not a big issue. There is a concern regarding the town of Albany, which provides an important revenue stream for the library. We bill the town of Albany and we would want to maintain that historical relationship.

Question: Are you concerned about losing the non-resident fee from Madison, Jackson and Tamworth?

Mr. Smolen:

- No, the savings would more than cover any losses of revenue. The trustees might consider raising the non-resident fee, passing some of the costs on to the town of Albany.

Question: In the consortium we have now if someone wants a new book, do you loan that new book? Sloane Jarell said in regard to the Madison Library, it is our choice; if it is brand new, no, but if it is just sitting there I would rather it be taken out, so I would lend it.

Mr. Smolen:

- We haven't gotten that far down the road. I would not be inclined to loan out the 7-day fiction books.

Question: Is it your sense that the Conway trustees are in favor of this?

Mr. Smolen:

- Yes, I have not sensed any concerns except the revenue issue. When I told them we would save \$1,800 a year if we joined, that was a big incentive.

Question: Do you anticipate any pushback from Conway?

Mr. Smolen:

- I think generally the patrons love the idea. Now we are opening up three libraries to them. The more we collaborate, the more there are all kinds of possibilities.

Question: Is the Historical Room open to us?

Mr. Smolen:

- Yes, it is open 20 hours a week. Some original materials are only available when Bob Cottrell is there, but anyone can use the room. We offer 15 minutes worth of free research and then we charge. This is common policy for historical libraries.

There were no further questions. The board thanked Mr. Smolen for attending and he left the meeting. Discussion ensued. Some concerns were expressed regarding possible loss of revenue, at least initially, but that this would be only temporary due to the curiosity factor. Some board members felt that this would be an opportunity to try new things and move forward into a more community-based direction. Sloane Jarell said we should decide by the end of the year because of our contract with Bywater. She said the four libraries should have some kind of media campaign once the decision is made, and we should give the town selectmen a heads up.

LIBRARY DIRECTOR'S REPORT: Library Director Sloane Jarell reviewed her report for the board:

- The statistics look good.
- We need to advertise our databases more because they aren't being used; Sloane said she would bring this up with the school as well.
- The digital magazines have not taken off yet.
- American Air fixed the air conditioner but it's still leaking. They will take a look at it tomorrow.
- Work on the ramp and stairs should begin soon.
- Sloane is working through a huge file that the state library has sent from the last 4 years of records of ours that don't match.
- It was difficult to get businesses to donate prizes this year for the summer reading program. Patti Rau suggested that maybe this is something that can be done as a consortium.
- On the town website we are under the Home button and then Local Links. The library is listed as the Madison Public Library and this should be changed to Madison Library; the board agreed.

GALLERY: Poems from the poetry contest. Linda Smith said Anne Filson should be congratulated for her work on the contest and the board agreed with this. Patti Rau suggested that Bob King should write about the contest in the Madison column; Sloane said she thought someone had already requested this.

FRIENDS OF THE LIBRARY: Susan Lee's Report:

- The next book sale will be on August 18.
- The Sherlock Holmes program was very successful.
- The Friends received revenue from the Hannaford bag program and the June and July book sales.
- The Little Libraries continue to be very popular.
- The Friends have been using little plastic pamphlet boxes with information, applications for the poetry contest, and newsletters.
- The Friends had a table at Old Home Week thanks to the Filsons, and we sold some mugs and a number of the new postcard booklets; we also gave out some free books. A number of people joined the Friends and filled out applications for library cards. Thanks to Peter Stevens and Jan Eskedal for doing lots of work and deciding which photos should be in which postcard booklet.
- The Friends provided money for the prizes for the poetry contest.
- Matty McNair's program was exceptionally well attended, with 96 in attendance.
- Our program on September 6 features Steve Taylor's presentation of "New Hampshire's Long Love-Hate Relationship with its Agricultural Fairs."

OLD BUSINESS

NNHLC Conway – Done.

Lighting (outdoor sign) –Sloane said the electricians are still discussing what to do.

NEW BUSINESS:

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NHLTA – Rescheduled to September 6 at 5:30 PM at the Conway Library

Budget Worksheet – First glance, very preliminary. Not due till October.

Capital Improvement Plan – Changes are due August 30. Next year is the roof. Sloane asked if the boiler should stay on here as a marker, putting the date of purchase 20 years ahead and maybe adding \$5,000 to the cost and saving accordingly each year. The board thought this would be a good idea. Cheryl Littlefield asked when we need to redo the roof on the children’s section. She said in 20 years it would need to be replaced. This will be followed up. Sloane handed out copies of a letter from the New Hampshire Municipal Association (NHMA) saying that training will be done through them. She provided information on the two trust funds which have a total of only a few dollars in them. No board action was required.

OTHER BUSINESS: None.

ADJOURNMENT: Motion by Sandra Carr to adjourn, seconded by John Filson. The motion passed unanimously and the meeting adjourned at 4:50 PM.

Next meeting: September 19, 2018 @3:30 PM.

Town of Madison, Board of Library Trustees Meeting for August 15, 2018

Approved Minutes
Respectfully submitted,

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