

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
SEPTEMBER 19, 2018, 3:30 PM
CHICK ROOM, MADISON LIBRARY
APPROVED MINUTES

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

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

APPROVAL OF MINUTES

August 15, 2018 regular meeting: Motion by Sandra Carr to approve the minutes of 8-15-18, seconded by Linda Smith. There were some corrections: a duplicate sentence, a misnamed program, and the spelling of a name. With these corrections the minutes as amended were approved unanimously.

REPORT OF THE TREASURER: Treasurer Angela Johnson reviewed the Statement of Financial Position and said our current assets at the Northway Bank total \$4,359.42. She said Vanguard is doing well and we are in pretty good shape with stocks. She said the drawdown percentage of 63.32% is good for this time of year. Library Director Sloane Jarell noted that we will be spending \$900 on a ten-hour service block for our computers.

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

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

- Statistics are looking good.
- We are still waiting on American Air to return to fix the air conditioner.
- Work on the ramp has begun and will be continuing for up to two weeks.
- The new boiler will be installed on Monday.
- The town is looking into the upgrading of the lighting here and will provide lighting for the sign out front.
- The cleaning of the carpets has been almost completed.
- We are still waiting on a timeline from the State Library for the new system for inter-library loans.
- One Book One Valley is coming up in October.
- Sloane will be attending a workshop on Social Media at the Portsmouth Library on September 24 and will be attending the Governor's Advisory Council on Diversity and Inclusion at KHS on September 27.

Sloane explained that she is working with the elementary school, Madison Pantry and UNH Cooperative Extension to bring a Slow Cooker Program to the school and the library. She said we are linking the two organizations in an attempt to reach more people and raise awareness of the services that are available. Peter Stevens said he felt the attendance was the most important item on the statistics report (Monthly Report of Patron Services), and he suggested moving the attendance line down on the page to make it the

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last item and separate from the other items. John Filson agreed. Sandra Carr noted that the statistics report is only seen by trustees and that the attendance figure could be noted in the monthly library report that goes out to the public. The board agreed.

GALLERY: JP Goodwin.

FRIENDS OF THE LIBRARY: Susan Lee said the Friends have been handing out questionnaires to get a sense of who is coming to programs, and if they are not, the reason why. She said they are also asking for input on programs and what people would like to see. She said there will be a book sale on October 20. On October 18 there will be a program on the use of wood as an archeological tool in understanding the past. She said the Little Libraries will be pulled in probably pretty soon.

OLD BUSINESS

Lighting - meeting room and outdoor sign: Already discussed.

NNHLC – meeting planned for September 20 at 10:00 AM, Conway: Discussed.

NHLTA – meeting September 6 at 5:30 PM at Conway Library: Discussed.

Budget Worksheet – thoughts: Sloane said this is due October 10. She noted the updated information and said some items are estimated. This was discussed.

Capital Improvement Plan – submitted.

NEW BUSINESS

Increase for Library Director: Discussed.

Motion by Bruce Kennedy to give the Library Director a 4% increase, seconded by Angela Johnson. The motion passed unanimously.

OTHER BUSINESS: None.

ADJOURNMENT: Motion by Bruce Kennedy to adjourn, seconded by Karen Lord. The motion passed unanimously and the meeting adjourned at 4:24 PM.

Next meeting: October 17, 2018 @3:30 PM.

Town of Madison, Board of Library Trustees Meeting for September 19, 2018

Approved Minutes
Respectfully submitted,

Patricia Ambrose
Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on September 22, 2018.

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