

MADISON LIBRARY
BOARD OF TRUSTEES MEETING
NOVEMBER 20, 2019 @ 3:30 PM
JOHN F. CHICK MEETING ROOM
MADISON LIBRARY
APPROVED MINUTES

ATTENDANCE: Chair Cheryl Littlefield, John Filson (via telephone), Mary Holmes, Angela Johnson, Bruce Kennedy, Christina McAllister, Patti Rau, Linda Smith; Susan Lee, Friends of the Library; Sloane Jarell, Library Director

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

APPROVAL OF MINUTES

October 16, 2019 regular meeting: Motion by Linda Smith to approve the minutes of 10-16-19, seconded by Bruce Kennedy. The motion passed 7-0-1 with 1 abstention from Patti Rau who was not present at that meeting.

REPORT OF THE TREASURER: Treasurer Angela Johnson said the Statement of Financial Position shows a total in checking/savings of \$5,420.56. She noted that we've been buying books with Friends' money since October. She said market fluctuation is up again this month. She said the Budget Drawdown looks good at 80.08%. Library Director Sloane Jarell said the Technology line will be zeroed out. Regarding the Postage line, the bill for the post office box will come in December. Sloane said the town took care of the steps, so General Maintenance will basically be just for cleaning or equipment repair. She said we will be overbudget on Eversource because we're paying \$93 every month for the LED lighting. She noted that the Chick Room lights have not yet been changed to LED. This was discussed.

MOTION by Patti Rau to accept last month's and this month's Treasurer's Reports, seconded by Bruce Kennedy. The motion passed unanimously.

LIBRARY DIRECTOR'S REPORT: Sloane said the statistics are looking great, and the board agreed. She said we will be over 10,000 in attendance again this year. She said she did not include Halloween Town in the statistics; potentially it could be listed under Outreach but she didn't know how to quantify it. This was discussed and board members agreed that this outreach should be in the report. Sloane said the stairs are done and they look great. She said there are a lot of programs coming up. There will be a holiday open house but no date has been set yet. She said we had a great meeting at the Carroll County Coop and we discussed the committee's work toward getting high-speed internet to every home, business, library, and hospital in our 19 towns. She said the Jackson library is working on providing information about resources for seniors. She said that Freedom has just hired a part-time senior advocate for the library and town hall. Sloane noted that she included in the board packet a list of major purchases, renovations, and repairs, along with the date that these occurred. John Filson noted that within the last 5 years the main room of the library was renovated. Sloane noted changes in rates of pay as of January 1, 2020: The hourly wage for Camilla Spence will be \$16.52 and the hourly wage for Gordon Willey will be \$14.78.

GALLERY: Madison Elementary School

FRIENDS OF THE LIBRARY: Susan Lee said the Friends have a meeting tomorrow to finalize programs for next year, which will include a presentation by an international mountain climber from Madison, a program by Bob Cottrell on winter traditions and the North Conway Winter Carnival, and a program on Native American history, among others. She said we've had two significant donations this year, including a recent \$2,000 donation; and thanks to Patti Rau, we've received \$395.84 from Hannaford's book bin sales. She said New Hampshire Humanities gave us \$650 for programs.

OLD BUSINESS

NNHLC: Update: Sloane said the coop is going very well.

Children's Room Stairs: Already covered.

Selectmen Meetings: Sloane said she has been going to the meetings every two weeks. She said last night they reviewed the library budget had no comments.

NEW BUSINESS

Substitute Position: Sloane said she interviewed four people and would like to hire two of them for backup.

Motion by Bruce Kennedy to hire two candidates for the substitute position, seconded by Christina McAllister. The motion passed unanimously.

27 Pay Period Issue: Sloane said there are 27 pay periods in 2019 so we will go overbudget in payroll this year; next year there will be 26 pay periods.

Facility Upgrades: Already covered.

Trustee Candidates (Littlefield, Rau, Stevens, Holmes, McAllister): Patti Rau and Cheryl Littlefield indicated that they intend to run again. The others are alternates and will be appointed after the March meeting.

OTHER BUSINESS: None.

ADJOURNMENT: Motion by Patti Rau to adjourn, seconded by Linda Smith. The motion passed unanimously and the meeting adjourned at 4:15 PM.

Next meeting: December 18, 2019 @ 3:30 PM

Town of Madison, Board of Library Trustees
November 20, 2019
Approved Minutes
Respectfully submitted,

Patricia Ambrose
Recording Secretary

Draft Minutes e-mailed to the Trustees, Town Clerk, and Library Director on November 20, 2019

Minutes approved: December 18, 2019

Library Board of Trustees
November 20, 2019
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