

George Holmes Bixby Memorial Library
Board of Trustees Meeting Minutes
February 4, 2016

In Attendance: Deborah Rogers, Chair; Elizabeth Hunter Lavallee, Treasurer; Robin M. Haubrich, Secretary; Janet Hicks, Trustee; Paul Lawrence, Trustee; Carol Brock, Head Librarian; Mary Farrell, Children's Librarian

Member(s) of the Public: Charles "Mike" Swinford

Meeting convened at 6:10 pm.

1. Minutes

- a. It was moved, seconded and approved to accept the January 7, 2016 minutes as presented.

2. Librarians' Reports

- a. Carol reported the January statistics were good and up from last year.
- b. Upcoming programs were reviewed (Humanities Council, Joan Hanchett Nature Series).
- c. The lights illuminating the downstairs staircase were turned off due to concerns re: overheating. Bruce Harrington was called to review the situation. Carol was asked to email Paul the details of this issue so he can coordinate with Bruce to resolve the problem, relieving her of that responsibility.
- d. Paul spoke with Henry Kunhardt re: the geothermal system. The new filters are working well now, but the system will need continued attention.
- e. In an effort to create a more consistent book group, Carol would like to establish a committee, including Elizabeth, to engage more people in the process of selecting books and establishing a schedule.
- f. Mary reported that the book browser has been built and will be in place soon.
- g. The after school movie program attracted 38 children. Issues became apparent in handling such a large group, and possible policies and solutions were discussed.

3. Treasurer's Report

- a. Elizabeth reported we remain in good financial condition, as per the files she emailed to the board. Our financial advisor suggested we 'stay the course' during this down market period, as our portfolio is well diversified.
- b. The treasurer's report was moved, seconded and approved to be accepted as presented.
- c. It was approved to accept donations from Silas and Theresa Little, the Wilsons, and Heidi Dawidoff.

4. Old Business

- a. Jan reported the State of New Hampshire has closed the file on the Foundation.
- b. Jan will extend an invitation to John Arnold to join us at our next meeting to discuss using Harwood funds for a granite table and benches.
- c. It was discussed that the geothermal system repair and window restoration are on the town warrant. The reference to the "north side windows" was corrected.
- d. Alternates and board member terms will be discussed in detail at the March meeting.
- e. Paul will continue to attempt to trap squirrels in the attic.

5. New Business

- a. The annual employee performance review is due. Robin and Jan offered to be part of that process. Deb will schedule that meeting.

6 . Public Comment

a. Mr. Swinford stated he was pleased with all the activity at the library.

7. Adjournment:

a. A motion was moved, and seconded and approved to adjourn at 6:47 PM.

Next meeting: March 3, 2016 at 6 PM.

Respectfully submitted,
Robin M. Haubrich, Secretary