

George Holmes Bixby Memorial Library
Board of Trustees Meeting Minutes
November 5, 2015

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
Absent: Mark Pitman, Alternate Trustee

Member(s) of the Public: Charles "Mike" Swinford
Meeting convened at 7:18 pm.

1. Minutes

- a. It was moved, seconded and approved to accept the October 1, 2015 minutes as presented.

2. Librarians' Reports

- a. Carol distributed the monthly stats for October, which reflected a good month.
- b. The library's budget preparation is in good shape. The town has requested that 2.5% of the library budget be not used in order for the town to cover overall budget shortcomings. Carol stated she can accommodate that request.
- c. Upcoming programs ("Civilians of Gettysburg" and Rebecca Rule) were reviewed.
- d. Miller Plumbing has been contacted to repair the downstairs toilet. In light of its history of clogging, leaking and continual disrepair, the validity of maintaining that bathroom was discussed. It was decided Carol will ask the Millers their opinion.
- e. Britain Isabella Hill would like to donate a framed portrait of Dome Hardwood.
- f. re: the geothermal system: Paul spoke with Jamie Pike, the town administrator, who stated that Jeff Harris, of Blake Equipment of Maine, reviewed our system. The report of that inspection has not yet been received. It will be decided after reviewing that report whether to use Pinney or Blake Equipment for maintenance and/or repair. Henry Kunhardt will be included in this process.
- g. Two wish list items have been fulfilled: a chair was received from the town offices and 3 volumes of *The History of Francestown* have been obtained.
- h. The Halloween costume party and dance raised \$1350.00 for the Town Hall restoration fund.
- i. Mary reported that the Mystery Party was well-attended, and all ages showed a lot of involvement in reading.
- j. The new bins and labels used for displaying the children's' books were shown. More books have been checked out as a result of this new system.
- k. Mary demonstrated the "Current Maker Kit", an electronic circuit building set on loan from the state library that has been very popular. The cost is about \$25/set. She will to pull together a presentation to purchase a number of these sets. She was encouraged to email her presentation to the board in order to hasten the purchase.
- l. Elizabeth mentioned an effort on NHPR to promote libraries through spot advertising. She will forward that information to the board.

3. Treasurer's Report

- a. Elizabeth reported we remain in good financial condition, as per the files she emailed to the board.
- b. The treasurer's report was moved, seconded and approved to be accepted as presented.
- c. The check from the Foundation has cleared, and therefore it can be considered successfully dissolved. Jan will file any papers related to this effort in the library.
- d. The next meeting with Waddell & Reed will be scheduled and the board will be notified of the date.

4. Old Business

- a. The Friends of the Library and the Garden Club will consider landscaping the front of the library. It will be discussed at the November 17 planning meeting of the Garden Club.
- b. Deb quoted an estimate of approx. \$2175.00 for a 4' x 4' granite table and 4 benches to be placed outside the library. She will investigate the cost of engraving the table and granite-post-and-split rail fencing. Jan will discuss with John Arnold the appropriateness of using the Hardwood Fund for this purchase.

5. New Business

- a. Board meetings will start at 7pm beginning January 1, 2016.
- b. Because every March the members of the board can change, we will discuss whether to sponsor a community supper each year at our April meeting when the new board comes together for the first time. Heather Whipple will be notified of the decision.

6 . Public Comment

- a. None

7. Adjournment:

- a. A motion was moved, and seconded and approved to adjourn at 8:34 PM.

Next Meeting: December 3, 2015 at 7PM.

Respectfully submitted,
Robin M. Haubrich, Secretary