

George Holmes Bixby Memorial Library
52 Main Street • Frankestown NH
Board of Trustees Meeting Minutes
December 1, 2016

In Attendance: Elizabeth Hunter Lavalley, Chair; Jan Hicks, Treasurer; Robin Macrae Haubrich, Secretary; Deb Rogers, Trustee; Paul Lawrence, Trustee; Mike Swinford, Alternate Trustee; Carol Brock, Library Director; Mary Farrell, Children's Librarian

Member(s) of the Public: There were no members of the public.

Meeting convened at 7:10 pm.

1. Minutes

a. It was moved, seconded and approved to accept the November 10, 2016 minutes with changes as discussed.

2. Librarians' Reports

- a. Carol distributed the November 2016 stats which were reviewed and discussed by the Board.
- b. Carol distributed the current department budget report from Jamie Pike. They will discuss a projection of telephone and electricity costs for 2017. The budget was reviewed and line items were discussed.
- c. Carol presented a letter with a \$100.00 donation from Sylvia Nye. It was moved, seconded and approved to accept the donation.
- d. Carol discussed upcoming programs.
- e. Mary Farrell reviewed upcoming programs in the Children's Library. The Bedtime Math and other programs have been very successful.

3. Treasurer's Report

- a. Jan reviewed the Library's finances, referring to the items she had distributed to the Board.
- b. The treasurer's report was moved, seconded and approved to be accepted as presented.

4. Old Business

Committee Reports:

- a. Window restoration and painting:
Elizabeth and Henry Kunhardt met with Andy Roeper (Winn Mountain Restoration). Mr. Roeper stated he is willing to work with the amount of funds approved by the town for this project (up to \$26,000.00). He will submit a revised bid to the Selectboard by the end of December.
- b. Discussion of the wish list, weeding and policy committee efforts will be continued in upcoming months.

5. New Business

- a. It was moved, seconded and approved to adjust the Library Director's hours to 27 hours a week, with the provision of the completion of the time study report.
- b. The title of "Library Director" was clarified.

6. Public Comment

- a. There was no public comment.

7. Adjournment:

- a. A motion was moved, and seconded and approved to adjourn at 8:20 pm.

Date of the next meeting: Thursday, January 5, 2017 at 7 PM at the Library.

Respectfully submitted,
Robin M. Haubrich, Secretary