The Davis Public Library Board of Trustees

Stoddard, NH

Oct. 16, 2019

Draft

*Call to order at: 1:05 pm*

Roll Call: Present, Angel Nicoletti: chair, Alexia Currie: treasurer, Geri Bailey: alternate, Inga Cullen: library director, and new members: Frankie Scofield: secretary, and Deb Kingsbury: alternate.

Minutes of last meeting: Accepted

Correspondence: Per Inga, no new correspondence, but she would like the secretary to send ‘Thank You’ cards to, Marylou Stymest for tree, David Lesser for all his work on window boxes and other beautiful work done to library. Also, to ‘Alyson’s Orchard’ in Walpole for donation of pumpkins. Frankie will get ‘Thank You’ cards from Inga.

Public Comments: None

*Reports*

Financial: Alexia gave her report, accepted by the board. Alexia received information on a new financial institution: ‘NH Public Deposit Investment Pool’, for possible transfer of funds, that has better interest rate available. Motion by Angel, seconded, and passed, for Alexia to investigate and advise the board of her findings on this new investment opportunity.

Library Director: Inga gave her Stats: New Cards: 7, Progs: 143, Build Use: 21, Computer Use: 44, Wi-Fi: 18, Museum passes: 0, Checkouts: 186. Inga also advised us of her information regarding our tax id # (same as Town of Stoddard) that can be used for donations.

Programs: Teen Meet-up (twice a month) was successful. Board gave approval (motion made/passed) to Inga to provide snacks for the teens at their meetings. If she does not get funding from FODPL or gift card(s), she can use from our petty cash. (Suggested, not to exceed $25.00 month)

Inga also described potential new hire, Hillary O’Brian. Motion made to hire, passed.

Discussion with BOD and Inga regarding Library World/vs. Atrium or BARC/Apollo Biblionix, for use with books. Motion made and passed to renew ‘Library World’ for now while Inga does more research on time/money for project for change over. Also, if we are to change over for conversion, motion made/passed, to use donation account money for the transaction fee.

Action Items Review:

Renewal of Norton antivirus protection subscription: Done.

Notary Public cost: $75.00 to have commission for five years. Seal additional cost of $25, to bill under office supplies. On hold for now.

Contact List update: Still working on list.

Update improvements list: Angel still working on.

Parking lot paving/maintenance: Working with Steve McGerty.

Old Business:

ILS recommendation: Postponed.

Website recommendation. Tabled until decisions are made regarding ILS.

Front door flooding: Angel will bring up with Select board (town responsibility). Also, library needs a 911 ‘street number’ on building.

Library Website: Renewal of ‘Library World’ for now.

Library Resources for Visually Impaired: Catalog given to Inga by Geri.

Review of policies: Internet (reviewed and needs update). eReader and Sexual Harassment, will do next month.

New Business:

Library participation in Halloween event: This is a FODPL event, and will continue to be so, although, anyone can donate treats, or their time.

Budget preparation: Reports online for review, Jan/Feb. time period.

Microsoft Office renewal due? We paid fee Oct. 2, 2019, amount due yearly.

Meeting adjourned: 3:37 pm

Next meeting dates: Nov. 20, 2019 and Dec. 11, 2019

Respectfully submitted, Frankie Scofield, Secretary