**Meeting Date:** November 14th, 2018

**Present:** Geri Bailey, Alexia Currie, Angel Nicoletti, Lauren Rettig

**Meeting called to order at** 1:00 p.m. byAngel

**Correspondence:** Steve Raymond’s family sent a donation to the Library for the Friends of the Library. The Friends of the Library will send a thank you note.

**Minutes:** Approved as corrected.

**Treasurer’s Report:** Presented by Treasurer. Approved.

# Librarian Report:

* Lauren presented Librarian Report. October Stats: Visits – 307 and Circulation – 381. Program attendance: Pumpkin painting – 27, Trick or treat – 25, Halloween - 9. Maker programs will begin soon, once afterschool programs at JFES are known. December 11 at 12pm, lunch and learn with Dan Szczesny and the subject is Rediscovering Mt. Washington Hidden Culture. Lauren plans to begin a meditation program for adults this winter.
* 10 hours approved for Martha to catalog.
* Lauren will review substitute library applications, interview candidates and hire two substitutes. 8 hours have been allotted for training the new hires. She will also ask Elise if she is interested in being a substitute.

# Old Business:

* Elise’s last day as Library Assistant will be 12/29. Martha has accepted the Library Assistant position and will begin 1/4/18.
* Fence painting second coat will be done in the spring by Brian Wakeman
* Stone Wall repair work will begin in spring by Our Town Landscaping. Angel will contact about dates.
* Library website deferred.
* Considering portable handicap ramp for gazebo. Angel will check with Granite State Independent Living about possible solutions.
* ALA memberships are now set up for Librarian and Trustees.

# New Business

# Memorandum of understanding has been completed and approved by Board of Selectman.

# The Library has a drainage problem to right of front door and below steps. Angel will check with Rain Flow about the option of gutters.

# Library Coffee Hour on Saturday mornings in the new year.

# Lauren will contact Bob about replacing smoke detector batteries and water filter.

Meeting adjourned**:** 2:35 p.m.

**Next meeting date:** December 19th, 2018

# Lauren Rettig, Library Director