

Davis Public Library Board of Trustees, Stoddard, NH 03464

July 26, 2016

Draft of Minutes

Call to order: 2:07 p.m.

Roll Call: Geri Bailey-Chair, Donna Hamilton-Treasurer, Lauren Rettig-Library Director, and Laura Troian-Secretary

Approval of Secretary's minutes of prior meeting, read and approved.

Correspondence: Geri received contract from Steve Key for ramp resurfacing. Awaiting to hear when he can start.

Reports: Treasurer: Donna reported the balance of checking account: \$1, 014.80 and Savings account: \$2,381.46.

Library Director: In June there were 394 patrons, Items: 269, Computer Usage: 68, New Patrons: 5, Book club attendees: 7, Magazines, 4 and story time attendees: 3. 47 Children signed up for the summer reading program. Friends of the Library gave the Library an Amazon Gift card for the purchase of DVD's. The movie night is still in the works for possibly September. The Band "Hard Tacks" has been asked to play for the opening of the new Gazebo. Snap Circuits: Kids and Parents working together on these and enjoying it. Lauren is finding that the Lego kits from co-op are working nicely to be left out for the children rather than making the Lego program. Bean Pot money was \$325. Lauren would like to purchase large print and audio book and increase this area. Woodwork for bookshelves would also need to be discussed.

CIP Projects:

1. Ramp Resurfacing-Jim Coffey needs to review Steve Key's contract. He didn't mention G.O. fabric. Hard Pack vs. Gravel was discussed. Donna will check with Phil in regards to this.
2. Paving-Town accepted offer of F.O.L. to pay. Paving should be done first or second week in August.
3. Window Replacement-Town accepted offer of F.O.L to pay. Windows installed this week.
4. Landscaping/Property Cleanup-Paid for by 2015 warrant and approved by select board. Balance after warrant article: \$1,657. Front light had to be moved for siding out front. Laura to contact F.O.L to find out of any extra cost.

Old or Unfinished Business:

2015-2016 Grant

1. Panic Alarm- Still need to get other bids. Tattersol has given a bid. The question was brought up about who will do monitoring.
2. Gazebo & Furniture- The Gazebo was ordered. It is 10 X13, oval shaped with white trim, screens, and clear coat cedar roof. The cost is \$6500. April Ferguson from Millbrook offered a table for the inside of the gazebo. She suggested using moveable furniture instead of benches to see how patrons will use the space. Once Lauren sees how space is used, moveable furniture or furniture

can then be ordered. Lauren is checking into types of furniture: wood, plastic or metal. 4-6 chairs should be a sufficient amount and possibly benches. There is \$800 left over from grant for the cost of the furniture.

Fire Marshall Compliance Items:

Exterior Light and Exit sign are completed. Jim to be billed.

Failed Lighting: Hamblet said the lights wouldn't be in until late August.

Library Sign- Repair was completed. Trustees discussed a Better Business Bureau complaint may be made with Signworks after attempts to get make the sign look level. Geri called Karen Cushing so we can get suggestions for plantings around sign to offset the current look. Lauren will check about the granite plug.

Water Testing- EAI Analytical was contacted about water testing. Geri will pick up kit. Cost is \$25. Lauren asked Jim what the water was tested prior for. Geri asked Jim about filtration. Will ask to take expense of testing out of warrant. Once landscaping, seeding is done, will require the use of more watering.

New Business:

Transitioning responsibilities: Geri has asked Laura to attend F.O.L. meetings in the future.

Watering: For watering, hoses are needed. We currently need one 100 ft hose and a 50ft hose. Also a 4 way to connect, timers, and watering cans. A timer would cost about \$10.00 at Sears. Two more sprinklers would also be needed.

Shed- Discussion will happen as to where the shed will go if a donation is offered. We need to contend with knotweed. Furniture from the gazebo can be stored in the shed, and it also can be used for Library material storage.

Donations- A patron donated \$345 and this went to Friends of Library. All donations offered from the general public and FOL to the library need to be reviewed first by the trustees.

Next Meeting Date: August 15, 2016 @2pm

Meeting Adjourned at 3:47p.m.

Respectfully, Laura Troian, Secretary