

Davis Public Library Board of Trustees  
Minutes July 18, 2017

Present: Geri Bailey, Lexie Currie, Angel Nicoletti

Absent: Ginger Saleski

Library Friend: David Lesser

Meeting called to order @ 2:05pm

Agenda order changed to accommodate David Lesser

**Children's Garden**

David has been working with Lauren on the design and construction of the Children's Garden. He commented that Lauren has worked very hard on this project. Only Our Town Landscaping in Hancock has responded with interest.. They recently did work for David and Cece Freshette in Munsonville. Lauren will call them for a reference. Angel will give Lauren their contact information. There is \$2800+ left from the Lesser Foundation grant. David suggests we consider a budget of up to \$5000 to include also landscaping the sides and back of the Library in the Spring in addition to the Children's Garden. This was unanimously approved. It was suggested that next year we suggest a warrant for Town Meeting for a Town Beautification Budget.

**Minutes**

Minutes of the last regular meeting June 13<sup>th</sup> and the Special Meeting June 19<sup>th</sup> were approved.

**Treasurer's Report:**

Checking Balance - \$875.00.

Savings Account               \$ 9868.60.

Donations Account - \$16,233.31.

There is now \$100.00 in petty cash. It was agreed that Lauren will convert the \$100.00 to an Amazon Gift card for Library expenses.

**Library Director**

The People Counter has greatly reduced the time needed to compute Library stats. ( see attached) Patronage and circulation continue to increase.

RSVP has asked if the Davis Library might be a site for readers for Head Start children. Geri will explore this with RSVP.

Jim Coffey is asking for us to use the remainder of the grant money so he can close that account. Lauren plans to order numerous small items for the Library with the remaining grant money soon. These items may include: storage shelves, bins, a label maker, the community bulletin board, a baby changing station, a set of shelves for under the window of the old front door, chairs for the young adult room, a book scanner program for self checkout.

**Old Business**

The remainder of our 2016/17 budget has been spent.

Bob Curnutte 74 Turtle Rock Rd. Stoddard has done a nice job mowing and doing some small repairs. Angel will send him a thank you note.

A type of fence post cap was chosen. Geri will ask Nick of Monadnock Fence to install them.

The back ground check of Martha D'Tore-Woods , a possible per diem employee is pending. She can work August 22<sup>nd</sup> when Elise cannot.

#### New Business

The alarm went off last Wednesday without an apparent explanation. Perhaps the humidity has swollen the door wood, so that the door needs to be closed very firmly. David Vallaincourt needs a key to the Library and a code. Lauren will ask Jim Coffey who covers the Town when David is unavailable.

Little Library Boxes discussion tabled.

Lexie has written a thoughtful letter nominating the Davis Public Library for the NHLTA Annual Award for Library of the Year, which she will submit.

The router needs to be upgraded. Lauren will contact Fairpoint.

Geri distributed the current Personnel Policy along with Responsibilities of the Board and Library Director from the NHLTA, along with email use by Library Trustees as required by the NH RTK law. The review of the Personnel Policy will be on next meeting's agenda.

The List of Future Improvement Candidates was reviewed.

#### Decisions/Directives

1. Lauren will call Our Town Landscaping for an estimate.
2. Lauren will check with Mark to clarify some terms of the USDA grant.
3. Lauren will give Dave V. a key and code.
4. Lauren will convert the petty cash to an Amazon gift card.
5. Lexie will give the financials to Jim Coffey.
6. Geri will contact Nick of Monadnock Fence about the fence post caps.
7. Angel will send Bob Curnutte a thank you card.
8. Geri will look into Virus Protection for the Library.