

Davis Public Library  
Board of Trustees  
Minutes Oct. 18, 2016 (Draft)

Present: Geri, Donna, Angel, Lauren.

Meeting called to order at 2:07 pm. There were no additions to the agenda. The Minutes of Sept. 20 were approved as amended. The minutes of Oct 4 were approved without corrections. Ginger sent thank you notes to Truesdale and Faulkner.

**Treasurer**

The savings account and checking account have been conjoined at Td bank for a total balance of \$12,336.96 as of Sept. 30, 2016. Angel will go to Td bank with Donna to sign a signature card. The financial report required by the State has been filed with the Town.

The Board of Selectmen, at the 9/26 BOS meeting approved Angel to fill Laura Troian's unexpired term as a Trustee.

**Lauren**

**Winter hours** began after Labor Day. **Monday Movie Night** at the Library will begin 10/24 at 6pm. There will be no movie Nov 21. The series will alternate documentaries and movies based on a book. **Halloween** activities will include pumpkin painting and Trick or Treat at the Library Oct 31. Dick and Frankie have said they will be there on the 31<sup>st</sup>. Others are welcome. The Children's Room at the Library will have an **Art Display** for 2 months of JFES students. Every 2 weeks the display will be a different age group. Kindergarten and first grade will be first.

**Friends of the Library**

Candy for Trick or Treat. Renewal of Montshire Museum passes, pumpkins for painting. Shed: Dave Ferner and Angel will go to Millbrook Farms Woodwork on Oct 24 to price a 10 x 20 shed. They will ask about what the preparation of the area under the base of the shed will be and if a ramp for the gazebo is included in the gazebo cost. Payment of \$9200 has been made by the FOL for the parking area paving.

**CIP Projects**

**Ramp pavers:** Steve Key 352-6496, knows the dips need to be fixed. Homeland has inadequately fixed **the depressions** in 2 areas behind the gazebo. Geri will talk to Jim Coffey about it. Dave Ferner will talk to Jim about the fact that the base under the **walkway pavers** is 4 in. instead of 6 in. which may make the pavers more likely to rise in cold weather and present a walking hazard. **Landscaping:** Marion Tucker donated 25 hostas and helped Geri to plant them. Angel will send her a Thank You note. (155 Scenic Drive, Stoddard, NH 03464.

**Old business**

**USDA 2015-16 Grant: Panic Alarm:** Lauren has spoken to Mark Kaprowski and ascertained that one quote is sufficient. She has left a message for Tattersall. There was consensus agreement to buy a new **laptop computer and a Quick Books** program. Lauren will get an estimate of cost. She has been locking the electronics every night. **Outdoor hours sign** for the front door should be flexible enough to

allow hour changes. Lauren will check costs. **Vandalized screens:** Lauren dropped them off at Belletetes. She will tell Jim that an account with Belletetes needs to be set up. Dave V. will order a **handicap sign post** and install it and the ADA sign. **Water Testing:** It was agreed not to shock the well again. Geri will call Cushing about a charcoal filter.

### **New Business**

**Job descriptions** for Library Director and Library Assistant will be reviewed at the November meeting. The new hire Elise McNeal has worked out very well. The payroll authorization form has been signed and sent to the Town Treasurer. The new hire forms are in the personnel file in the main library book. **Safety Fence:** estimates from Monadnock Fence and Cheshire Fence were not much different. Geri will get references for work from both companies. **Children's Garden:** no design yet. **Septic System:** markers and reflectors are planned. **Online catalogue:** Lauren will consult Charlotte Lesser for advice on starting that project.

### **Future Projects**

High priority: water treatment, shutters, ADA signage, gazebo ramp.

Winter projects: audio books (ask FOL), ask volunteers if they would begin entering the Library Policies into the computer.

Submitted by Angel Nicoletti