

# Board of Trustees June 16, 2015

Meeting of June 16, 2015

**Meeting Date:**

June 16, 2015

Board of Library Trustees

Davis Public Library, Stoddard, NH

Meeting of June 16, 2015

*Draft*

## 1. Call to Order at 2:05 pm

**a. Roll call**, members present: Geri Bailey - Chair, Donna Hamilton - Treasurer, Ginger Saleski - Alternate, Lauren Rettig - Library Director, and Frankie Scofield - Secretary.

**b. Approval of minutes** of previous meeting, motion to approve minutes, passed.

**c. Correspondence**, none.

## 2. Reports

### **a. Treasurer's report:**

Balances, in our accounts, are on track for the year, Lauren to buy printer ink at approximately \$90.00. Motion to approve report, passed.

### **b. Library Director:**

**1) Training/conferences:** - none.

**2) Payroll Projection Review:** - Twenty hours left, will use for Grant hours.

**3) Stats:** Patrons = 175, Items = 87, Computer use = 35, New Patrons = three (3), Book Club = 12, Ancestry use = 2 and Nook = 1.

**4) Activities:** June 27th the '**Summer Reading Program**' starts. In July

our new volunteer, Isabella Fontaine, is holding a '**Cupcake Festival & Fundraiser**' Friday, July 10th, at 5 - 7 pm. 'Cupcakes available to

create

decorate, and choose from a variety of frostings and toppings to your own  
masterpieces. Cupcakes will be sold for one dollar each with all proceeds will go to buy  
books for the new addition.' **Donations** **accepted, donate decorated**  
**cupcakes, and all donated cupcakes will be entered into a taste-off to win a**  
**Life is Sweet gift card.**

**5) Grants:** Bill and Melinda Gates '**Best Small Library**' grant is due by  
Sept. 9th. Bonnie interviewed Lauren, Angel, and Frankie on Saturday to

get information for this Grant. The awarded grant from the '**USDA**' Jim  
Coffey sent information the bank, and Lauren will review with Jim on  
purchases.

**6) Audio Book Loan Service:** The yearly cost is \$549.00, which wouldn't  
change our yearly budget, so a motion was made to accept, and passed, to  
accept this new program.

**7) Conference-Scholarship Application:** Lauren will apply by June 19th.

**8) Garden Plan:** Geri and Frankie came to look at Lauren idea's for a  
'**Children's Garden**' in the back of the library, and agreed that it looked

feasible. She is proposing to use some stumps left after Gordy did some  
cutting and cleaning up of some trees , for seats, and do some plantings  
with the children.

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### **c. Building Committee:**

**1) Contract Status:** Jim signed contract with Ingram. We do have some  
insurance issues to be ironed out with them, we need insurance to cover  
the contractors, this is being taken care of with Jim and Ingram.

**2) Site Work Update:** Work will not begin until July, but Gory have  
been taking down trees, and doing some site work already.

**3) Financials - Actual and Forecasted:** Of our \$30,000 warrant, passed  
last year, we have spent \$16,928.25, with \$13,071.75. Of this balance  
the septic system 'at cost' is to be applied.

### **3. Old and unfinished business**

**a. Bonding of Trustees:** Frankie to speak with Jim Coffey, our thought is that we are not bonded, but will ask.

**b. Trusts - Fred Nelson research:** Geri is still researching, trust with wording that may not conform to closing the whole amount for library needs.

**c. Change of signatories** on CD's held at Monadnock Community Bank & Federal Credit Union: This was done last month.

**d. Thermometer for Capital Improvement/Donations:** Waiting on amount needed for 'wish list and other items' not covered in the new warrant just approved at our Town Meeting of May 19th.

**e. Auschwitz visit DVD:** Now available to borrow from library. (Book Pals)

### **4. New Business**

**a. 2015 - 2016 Employee Benefits:** Trustees went over Lauren's new benefits offered to our librarian this new fiscal year. ( 4-5 Holidays a year that fall on scheduled work days, snow days, and 4-personal/vacation/sick days, a year.)

**b. Policy Review - Donations, New Equipment Lending/Use:** Geri and Lauren are still reviewing policies, but the trustees have already decided that lending bicycles to be too big a risk for our library.

**Next Meeting date: July 21, 2015,**

**Adjourned at: 4:20 pm**

**Respectfully, Frankie Scofield, Secretary**