

Board of Trustees Meeting 5/17/16

Davis Public Library minutes

Meeting Date:

May 17, 2016

Davis Public Library Board of Trustees, Stoddard, NH 03464

May 17, 2016

Draft of Minutes

Call to Order at 2:02 pm

Roll Call: Geri Bailey – Chair, Donna Hamilton – Treasurer, Lauren Rettig – Director, and Frankie Scofield – Secretary.

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

Correspondence: None

Warming Shelter Update: Lauren will bring up again in Fall/Winter.

Reports: Treasurer: Checking and Savings account balances are fine for this time of year, with some of left-over money, we voted and approved to spend some for book supplies, label for shelves, and more books, approximately \$700.00. Treasurer's accounting report approved.

Library Director: Reported at 'Friends' meeting, last Tuesday. Three quotes came in for 'Window Estimates', to replace four existing double hung windows (old structure) with Marvin windows to match the new addition, including insulation, matching trim and stain. Also, replace old front door with a Marvin window, including reframing door opening for the new window, install fiberglass insulation, install half-inch drywall to affected area and replace entire front siding with hardi board matching the addition. Estimates: Bid 1 \$7,715 (painting included), Bid 2 \$10,197.52 (Price does not include painting), and Bid 3 \$12,279 (painting included). Trustees voted to accept Bid #1, and Lauren will contact Alexia Currie of the 'Friends', and then she will contact the contractor for job time/date.

CIP Projects:

1. Ramp and paving estimates (still waiting on the companies that we contacted)
2. Window Replacement (see above, three estimates, voted to use bid #1)
3. Landscaping/Property Cleanup (we have one estimate from Home-Land, for all work)
4. Civil Engineer Scope (on hold, we are not expecting to use USDA grant for paving)

Old/Unfinished business

2015-2016 USDA Grant

1. Panic Alarm (working on who will install, cost, 'question of monthly monitoring fees')
2. Gazebo (will take five weeks, after we order. Still talking about location).

Fire Marshall Compliance Items

Exterior Light (cost coming from 2015-16 warrant monies)

Exit Sign (cost coming from left over warrant money)

Other follow up items:

Failed outdoor lighting (Lauren to contact Scott of Ingram)

Hitching Post Installation (company to call Geri on installation/date)

New Business:

Laura Troian, was voted in a new Library Trustee, at our town voting on May 10, 2016. She will be replacing Frankie Scofield as new trustee. Laura will be sworn-in by Linda Clark, city clerk.

Action Items:

Geri will contact 'Keene Sign' and will contact contractors.

o

Lauren would like to apply for a scholarship for the October 27-29 meeting of the 'Small Libraries'.

Next Meeting date: June 21st, 2016 at 2:00 pm

Meeting Adjourned at 3:40 pm

Respectfully, Frankie Scofield, outgoing Trustee/Secretary