

**JOSIAH CARPENTER LIBRARY TRUSTEE MEETING
MINUTES
October 19, 2016**

Present: JC Allard, Chair; WR Tahnk, Treasurer; B Pietlicki, Library Director.

Absent: L Vogt, Secretary.

Bill Miskoe met with the above at 7:00P to present his vision for the properties at 37/33 Main St. He provided a plot map and described his plans for the demolition of 33 Main St and the section of house behind 37 Main St that connects with the carriage house/barn behind 37 Main St. It is his intention to deed the barn and surrounding property to the Carpenter Library. He will be meeting with his lawyer, Mr Saffan, of the law firm Upton and Hatfield, to draw up an iron-clad deed that insures that the library has the sole responsibility to make use of the barn as it sees fit. The trustees suggested that Mr Saffan get in touch with Terry Knowles of the NHLTA for advice on drawing up such a deed. Mr Miskoe has hired Hank Amsden to completely survey the proposed plot plan and is available to answer questions regarding the adjusted property lines. He can be reached at 224-1741.

Meeting Convened: 7:20P

Acceptance of Minutes: September 21, 2016 board minutes were reviewed. Motion to accept as presented was made and seconded (W Tahnk, J Allard). Motion carried.

Old Business:

Friends of the Library are active again.

- The wrapping and delivery of 39 baby books was completed
- Planning is underway for Carol Grainger's farewell dinner
- The Raffle basket for voting day (Tuesday, Nov 8) is being readied
- Planning is underway for the annual poinsettia sale.

Minutes are being routinely posted on the library and town websites.

Work on the library logo has been tabled.

Holly Brown, the newly-hired circulation assistant, is on board and doing well. Her 3-month evaluation is scheduled for mid-December.

The foundation repair was completed in early October. The work on the handicap walkway will commence before the end of October. A new handicap sign post was installed in early October.

Director's and Treasurer's Report: The Director's Report and the Treasurer's Report were discussed. Motion to accept as presented was made and seconded (W Tahnk, J Allard). Motion carried.

New Business:

The Carpenter Library Budget proposal for 2017 has been submitted to the town administrator. A PowerPoint presentation will be prepared by W Tahnk for presentation to the town when/if needed.

The library director has received a proposal for the lease of a free-standing Canon copier/scanner/fax machine. We will seek a lease proposal from the company that currently maintains the library copier. A decision will be made on a replacement copier at the November meeting.

Miscellaneous:

Rick Anthony, the library custodian, will be out on sick leave for the next 6 weeks. The library director will seek a substitute custodian for the duration. It was suggested that the library director maintain a to-do list for the custodian to keep track of outstanding issues.

An open house for Carol Grainger is planned for November 16, before the next scheduled meeting of the library board of trustees.

Next Trustee Board Meeting: November 16, 2016 at 7:00P.

Meeting adjourned at 8:36P.