

JOSIAH CARPENTER LIBRARY TRUSTEE MEETING

MINUTES

August 16, 2017

Present: William Tahnk, Chairperson, Sandra Adams, Treasurer, Carol Grainger, Secretary and Leslie Vogt, Director.

Also in attendance: Mark Riel, Liz Dimmick, Larry Berkson, and Bill Miskoe.

Meeting Convened: 7pm

37 Main St issues: Representatives from the Pittsfield Historical Society Building Committee presented a detailed description of the events leading up to their proposal to acquire 37 Main St for the purpose of building a new Center for the Historical Society. A proposed layout of the new building was brought before the BOS. The situation is complicated as a result of interest from a third party looking to acquire and renovate the property. A heated discussion ensued regarding the Historical Society's building proposal and the possibility that the building might encroach on a portion of the land recently deeded to the library for the purpose of building a library annex. It was resolved that the Historical Society Building Committee and the library trustees would work together to resolve this issue.

Barn issues: Bill Miscoe talked to Deb Schachter, who is a Senior Program Officer at the NH Charitable Foundation, about a grant for removing the barn and/or building a library annex. She suggested that we were more likely to be considered for a grant if we already have an active capital fund drive for that purpose. It was proposed that we talk to people at the Epsom library for advice on instituting a fund drive.

Acceptance of Minutes – The July 19, 2017 minutes were reviewed and a motion to accept was made and seconded (Sandra/Carol). Motion carried.

Old Business:

Friends Update – An open house reception to recognize Carol Grainger’s honorary donation was held on Wed., Aug 9. There was a good turnout of friends and citizens. The new sign announcing library hours was put up next to the front door and looks great.

New hire – Heather Dunagin is a conditional new hire for the Children’s Librarian position, contingent on a successful background check. Holly is still working some hours but winding down her involvement.

Library Bulletin Board – The new bulletin board, courtesy of a Sanderson Fund Grant, was installed in front of the library and populated with announcements. Favorable comments have been made by patrons.

Library redo – Leslie presented a 1st draft of the layout of the 1st floor with the move of the children’ room upstairs. The move is planned for November and Leslie will seek help from students at the local high school to do the heavy lifting.

Reports:

Director’s Report – Leslie presented the Director’s report. Several items from it are discussed in the New Business section of the minutes.

Treasurer’ Report – Given and discussed by the Board.

Motion to accept both reports was made and seconded (Sandra/Carol). Motion carried.

New Business:

Review of section A of the personnel manual – Leslie handed out a draft of proposed changes. They will be reviewed by the trustees and discussed at the Sept meeting.

Enterprise Network proposal – Leslie distributed a proposal for Steve to update our WiFi to a more robust system that will accommodate the new layout of the 2 floors of the library. A vote on the proposal was tabled until the Sept meeting.

Barcode scanner/receipt printer proposal – Leslie provided specs for a barcode scanner and accompanying receipt printer for the circulation desk. A vote was taken and it was decided to go forward with the purchase from Amazon. Leslie and Shayla will attempt to install the hardware and link it to Atrium.

2018 budget – Leslie provided a 1st cut at the 2018 budget proposal to the board. The proposal was discussed at length and it was decided that we will continue to discuss and fine tune it until it is to be submitted to the town.

Miscellaneous:

Due to storage constraints, it was decided to offer 15 of the 40 padded folding chairs to other town organizations.

Next Trustee Board Meeting: September 20, 2017 at 7pm

Meeting adjourned at 8:45pm