

**JOSIAH CARPENTER LIBRARY TRUSTEE MEETING  
MINUTES  
March 21, 2018**

**Present:** Sandra Adams, Chairperson and Treasurer, Carol Grainger, Theresa Endler, Secretary, and Leslie Vogt, Director.

**Meeting Convened:** 6:25 pm

**Acceptance of Minutes** – The February 21, 2018 minutes were reviewed and a motion to accept was made and seconded (Theresa/Carol). Motion carried.

**Old Business:**

**Friends Update** –The Friends made a profit of \$180 at the raffle on Election Day – quite the success given the raffle ended at 1:30 p.m. due to a nor'easter. Winner of the raffle basket was Adam Gauthier.

**Reports:**

**Director's Report** – Leslie presented the Director's report and added that on Sunday, April 21, the children's librarian, Heather Dunagin, will hold a Pajama Story Time at the Library from 6:30 p.m. to 7:30/8:00 p.m. since the activity was postponed from February 25, 2018, due to inclement weather. Motion was made by Theresa, seconded by Carol, that the Board of Trustees make a formal request of the Board of Selectmen to have a public hearing relative to the barn donated by Bill Miskoe to determine whether the barn will be adapted for community use or torn down. There was discussion about whether to contact the police when seeing someone trespassing in the barn – since it is a liability issue, it was determined that the police should be informed if there is activity around the barn. In 2016, the Library Trustees considered requesting that the Select Board have the town's administrative assistant perform the library's bookkeeping. A discussion ensued on whether to transfer the bookkeeping functions. Item tabled until after Trustee orientation session is attended in April.

**Treasurer' Report** – Given and discussed by the Board. Motion to accept both reports was made and seconded (Theresa/Carol). Motion carried.

**New Business:**

**Welcome new Trustee member Theresa Endler/Slate of Officers** – Theresa agreed to serve as Secretary of the Board, and meeting times will be moved from the 3<sup>rd</sup> Wednesday of each month at 6:30 p.m. to the 3<sup>rd</sup> Wednesday at 5:00 p.m. Motion to accept new meeting time was made by Carol and seconded by Theresa.

**Expenditure of monies from the lost materials/fines fund** – A motion was made by Theresa and seconded by Carol to expend \$1,000 of the \$3,153.64 in the fines/lost materials account. As a point of reference, \$234.00 came in in 2017. By NH law, the funds are to be spent on replacement materials.

**Free NHLTA Workshop** – Theresa has signed up to attend this Trustee Orientation and Personnel Management workshop to be held Saturday, April 28, 2018 at the Hooksett Public Library.

**NHLTA 2018 Spring Conference** – Monday, May 14, 2018 at the Manchester Downtown Hotel. Deadline to register is Friday, April 27, 2018. Theresa and Sandra to attend, and will be applying for scholarships.

**Annual Performance Evaluation for the Director in April 2018** – Trustees will conduct the performance review at the next held Trustee meeting on April 18, 2018.

**Miscellaneous:** Town has approved funds to rebuild chimney. Leslie to check with Town Administrator re: this.

**Next Trustee Board Meeting:** April 18, 2018 at 5:00pm  
Meeting adjourned at 7:12 pm