

Minutes of Tuftonboro Free Library
Board of Trustees Meeting
Work Session
September 29, 2017

Present: **Trustees:** Gordon Hunt, Paul Matlock and Mary Ann Murray, **Alternate Trustees:** Phyllis Tessier **Director:** Christie Sarles

Meeting called to order at 8:00 AM

Mary Ann makes a motion that all trustees set up a G-mail E-mail that ends with "lib" for library correspondence. Paul seconds. Passes 3-0.

- 1) Review of 2018 Operating Budget. Various salary options were reviewed, some of which included step increases. It is unclear how the selectmen mean to define "step" for salary considerations. We will put in for step and COLA increases for the budget. Voted to submit budget as proposed passes 3-0
- 2) Payment Method for Current and future SMP/CM Invoices. We have invoices and do not have enough cash on hand to pay them. We have a shortfall of cash of about \$5000. We can pay out of general funds and reimburse from Fidelity. Gordon will sell about \$5000 from our Fidelity accounts to provide needed cash.
- 3) Discussion/Decision of Construction Manager. Gordon talked to SMP about other construction manager companies. It will cost us 10-15K dollars to get another CM as far as Bauen is now. SMP thinks Bauen is cheapest and most competent. Motion: Continue our relationship with Bauen and proceed with the next step of costing the addition project which will be less than \$2000. Passed 3-0.
- 4) Acknowledgement of Stock Gift. Gordon will send a letter of thanks.

Respectfully submitted, Paul Matlock, recording secretary