

Minutes of Tuftonboro Free Library Board of Trustees Meeting
December 17, 2015

FINAL

Present: **Trustees:** Gordon Hunt, Paul Matlock and Mary Ann Murray, **Alternate Trustee :** Marsha Hunter
Director: Christie Sarles, **Guests:** Marilyn Stacy

Meeting called to order at 8:30 AM

1. **Public Comment:** Marilyn Stacy offered the information that the North Country Village has a small lending library of two shelves that she will be cataloguing.
2. **Minutes:** A. November minutes were approved with the typographical corrections and a further explanation of the Integrated Library System changes.
3. **Treasurer's Report:** Treasurer's report was accepted as presented. B. Mary Ann presented the Board with the signature paperwork that needed to be processed prior to the Treasurer accessing online banking. C. Marsha reported that the Hamel money in the amount of \$2,000 has come in. D. Two invoices belonging to the Library were inadvertently paid by the Town and Marsha has reimbursed the Town for these charges.
4. **Librarian's Report:** A. Hoopla will go online January 5th, 2016. B. Gordon questioned whether there was an early return policy on Hoopla materials. ACTION: Christie will check. C. E-Book circulation fell slightly but Audio Book circulation rose according to State Library statistics. D. The Auction and Garden Committees are meeting and dates have been selected for these events. The Garden Tour will take place on July 7th, 2016 and the Auction will take place on August 12th, 2016. E. Changes in Holiday hours will be Christmas Eve the Library will close at 2:00 PM and be closed on Christmas Day and New Year's Day. F. The Tuftonboro Holiday sale garnered \$363.00 for the Library Building Fund from the sale of new and gently used books and games. G. Christie will be taking leave on this Saturday and on Tuesday and Wednesday of next week.
5. **New Business:** Discussion of the Alternate Trustee Position currently held by Sandy Bushman took place. The RSA's regarding the regulations of required attendance for Alternates were checked and there are no requirements listed. The law allows up to 3 alternates to be appointed. Motion: A motion was made and seconded to recruit another alternate Trustee and to keep Sandy Bushman on. During the discussion on the motion, Mary Ann commented that she would be happy to have Sandy continue if she were able to attend the meetings. This would require a time change which some of the Trustees are unwilling to make. The further point that she made was that Alternate Trustees should be in attendance at most meetings in order to keep abreast of the discussions that are not reported in depth in the minutes. The Motion passed 2-1 with Mary Ann voting in opposition. ACTION: an additional alternate Trustee will be recruited.
6. **Old Business:** Names of people who could possibly serve as a Capital Campaign Committee were collected. ACTION: Gordon will compose a letter to send to these folks.

Meeting adjourned @ 9:35 AM

Next meeting: January 14th, 2016 @ 8:30 AM.

Respectfully submitted,
Mary Ann Murray