

Minutes of Tufonboro Free Library Board of Trustees Meeting
June 11, 2015

FINAL

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

Meeting called to order at 9:00AM

1. Minutes: May minutes were approved as presented with the acceptance and inclusion of an article previously presented at the May meeting by Marilyn Stacy but not referenced in the text of the minutes.

2. Treasurer's Report: A. Accepted as presented. B. A check was received from the Friends of the Library. C. Steve Copplestone's final bill from renovations has arrived. The money will come from the Building Fund as it was not previously budgeted and the remodeling was necessitated by the failure to pass the warrant for a new building. D. The money from the CD will be placed into an existing account with the best interest rate until we can research online accounts that are paying higher rates. Ally and Synchrony bank are possibilities to investigate.

3. Librarian's Report: A. Christie reported that there have been two meeting room issues both requiring the groups to seek an alternate site. The Beekeepers group will now be meeting in the Town House as they have outgrown the meeting room and they are disappointed as there is no screen or access to a Television at that location. The second issue resulted because there is a writer's group meeting every Saturday and the Hidden Valley Association can not meet here. No information regarding where they will meet at this time. B. The Exit signs need replacement as when Christie went to replace the bulb, she discovered that the wiring was corroded. C. The implementation of HOOPLA is delayed as all the libraries in the consortium need to have a separate circulation system. D. Home delivery to shut-ins has grown to 4 people. Thank you to Norma Metz for her efforts in this wonderful service. E. The new TV is up and running but we need to purchase an Apple cable as the Lakes Region Tech Group that meets on Wednesday night is on an Apple format. F Accepted for the record Thank you notes from the Kindergarten class that has been coming to the Library since, January. G. Summer programming is set and Christie shared a bookmark with all the pertinent information. Copies are available at the circulation desk. H. Christie will be on vacation from June 20th to the 30th.

4. New Business: A. Co-director search has produced few applicants. One interview proved unsuccessful as the skill set of the person was already fulfilled by another staff member. Christie is satisfied to stay on full time. The ads that are currently running will expire at the end of June. The Trustees are comfortable with having a full-time director and beginning the search for a new Director when Christie retires. B. Marsha offered to type in the Library Policy in order to have the documents online. She will send them out once they are typed in. The Trustees discussed the Policy briefly and will revisit it at the next meeting. The consensus at this time is that we should not get bogged down with minutiae, but keep the Policy general as we have in the past. C. Meeting with the Selectmen. There was a discussion regarding where to go next with building plans and the status of the Capital Reserve money. **ACTION:** The discussion resulted in the decision to invite the Selectmen to the next meeting to discuss these issues and see what they are thinking for 2016. Gordon will invite them. D. Book and Bake Sale preparation. There is a volunteer sign-up sheet at the main desk. Gordon and Mary Ann will bring trailers and vehicles over to move the books on moving day.

5. Old Business: A. Energy Audit: Gordon commended Bill Marcussen on his presentation of the energy Audit done at the Library. No actions were taken with regard to the suggestions as the Trustees feel they need to await the Selectmen's visit to determine what suggestions would be in order and reasonable. B. The report on the Trustees' Conference briefly stated that the Conference provided us with much needed information regarding the future hiring process. Mary Ann also presented the information regarding the rules surrounding providing minutes in a timely manner and how minutes need to be made available to the public. There is no regulation requiring minutes to be posted. That is done as a courtesy. There are also no regulations requiring the final minutes to be posted. The Draft minutes are always available for the patron to view within 5 business days. We will continue to post the FINAL minutes of the previous month after they have been corrected and/or approved.

Meeting adjourned at 10:14.

Next meeting: July 9, 2015

Respectfully submitted, Mary Ann Murray

