

Minutes of Tufonboro Free Library Board of Trustees Meeting
October 8, 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:** No members of Public present at opening of meeting. Prior to adjournment, Gordon asked Marilyn Stacy if she wanted to speak. She declined the invitation.
- 2. Minutes:** A. September minutes were approved as corrected. B. Minutes of Special Meeting of September 24, 2015 approved as presented.
- 3. Treasurer's Report:** A. Accepted as presented. B. Comment that the Capital Reserve account information was unavailable at meeting time.
- 4. Librarian's Report:** A. Christie reported that there are 53 unique users of downloadable audio and ebooks. She commented that this is a small percentage of all users. B. There was some discussion regarding a children's book, Battle Bunny. A patron had complained about the violent content of the book. Christie explained that it has good reviews and perhaps needs to be shelved in the JE section. C. Christie reported that all employees at the Town Office have been certified as Notary Publics. She mentioned that perhaps she and Dennis should be certified, as a service to the Patrons. **MOTION:** to authorize the funds for Dennis Guilmette and Christie Sarles to apply for the certification as Notary Public was made and passed 3-0. D. A new volunteer, Margie O'Donnell, a former Librarian, has offered to help with the Story Hour on Thursdays. She will split this duty with Christie. E. Weeding and shelf shifting continues in order to create more usable space. F. The Integrated Library System will become an individual server this weekend. This will allow us to finally access Hoopla a movie and music downloadable site. G. Carpet cleaning has been scheduled. H. Christie met with two members of the Friends of the Library to discuss fund-raising possibilities for a new building. The figure of a total of \$600K in existing cash and pledges was felt to be a reasonable goal. 1. Further discussion involved the possibility of creating an account that donors could contribute to in a pledge format that would be contingent on Town approval of a new building. Mary Ann mentioned an account that the Wolfboro Food Coop has established that is contingent on approval. **ACTION:** Gordon volunteered to investigate the process with the folks at the Coop. 2. Christie and Linda McDonald will attend an auction on November 6th to see what items sell and investigate the possibility of having an Auction to raise money for the Building Fund, similar to one that was held by the Friends several years ago. 3. November 14th, during the Tufonboro Holiday Tour the Library will be selling gently used books and games donated by patrons. The decision to cancel the sale of baked goods dough was made to avoid conflict with another group selling baked goods. 4. Plans continue for the Garden Tour this spring. I. The Polar Express and Tree Lighting have been scheduled for December 4th.
- 5. New Business:** A. The CIP will meet on Wednesday, October 21st to discuss the Library request for Capital Reserve money. B. In order to avoid any questions regarding the end of the year report, Marsha will request the information regarding Employee Benefits from the Town and add this information to the End of the Year Report. C. Christie announced that the Selectmen will begin to review budgets next Friday. **ACTION:** Christie will check on the process. C. Christie presented a DRAFT of the 2016 Budget for review. She also presented the 2015 budget for comparison. 1. **ACTION:** Gordon will check on oil usage comparing it to last year. 2. Dennis will be moved 2 steps under this draft budget due to increased responsibility since Lindalee has retired. 3. All other employees will move up one step per order of the Selectmen.
- 6. Old Business:** A. **MOTION:** The Library Policy was approved as presented 3-0. Christie noted that this is the first time that all documents regarding Library Policy have been presented as one document. B. **ACTION:** Gordon will connect with Sandy Bushman regarding her service as an Alternate Trustee.

Next meeting: November 12, 2015 @ 8:30 AM

Please NOTE time change.

Respectfully submitted,
Mary Ann Murray

