

Tuftonboro Free Library Monthly Trustee Meeting
Minutes of April 15, 2010

Present: Trustees: Tina Antonucci, Liese Gauthier, Mary Ann Murray
Librarians: Lindalee Lambert, Christie Sarles

Meeting called to order at 4:00 PM

1. Minutes of March meeting: Accepted as submitted
2. Treasurer's Report: Mary Ann will adjust the Equipment and Supply lines. Fidelity has neglected to complete the change of names on both accounts. The PDIP accounts are earning less interest than CDs. As a result, Mary Ann will look into moving money for the Building Fund. Mary Ann has the new checks for QuickBooks and needs to tweak the chart of accounts. We need to take out the Hoppin Money for 2009. Mary Ann will check on the outside maintenance account to see what the town should cover.
3. Librarian's Report: The new format for the Librarian's report, created by Dennis, has been implemented. The Librarians would like to refill the Circulation Supervisor position, and feel that Dennis is already performing many of the tasks required by the position. As a result, the trustees would like to offer him the position and increase his hours to provide him the time to complete his new duties. Jennifer is willing to give Dennis 7 of her hours, and we could use 3 hours from the intern position. Lindalee feels that a social networking presence would help pull in the "Millennium Generation." Liese recommends that Dennis could take this on as Circulation Supervisor. A rug cleaning will be scheduled. The trustees feel that the Electronic Services Policy should stand regarding Netbooks use.
4. Old Business: a. Personnel Policy: tabled to May meeting
b. Staff survey: health insurance is available for part time employees working over 15/week. Sally is interested. The trustees need to ask the selectmen for permission. Tina will check with Carolyn. The staff no longer wants a screen or toaster, and is fine with a small table outside with no umbrella.
5. New Business: There was no new business.

Lindalee left at 4:30 for personal reasons.

The meeting adjourned at 4:50

Next Meeting: May 13, 2010 at 4:00

Respectfully submitted,

Liese Gauthier