

Minutes of Tuftonboro Free Library Board of Trustees Meeting

FINAL

Present: Trustees, Gordon Hunt, Paul Matlock, Mary Ann Murray, and Alternates: Marsha Hunter, Anthony Lyon, Directors: Christie Sarles and Lindalee Lambert

Meeting was called to order @ 9:00 AM

1. March minutes were accepted with one addition. Under Treasurer's Report the following words were added to 2. the words "Savings Account" after the words Building Fund in line 4 of number 2.
2. **Treasurer's Report:** a. Treasurer's Report was accepted as presented. b. Marsha explained the report format and updated Gordon on the accounts. After the minutes are generated, Marsha will complete the transfers of the accounts and update the signature cards. c. Thank you to Paul for his work on researching the Fidelity Investments and reporting back. d. Christie has generated a Thank you letter to be published in the Granite State News to publically acknowledge the Hurlburt Trust Donation. A motion was made and passed to send it as an Article instead of a letter to the Editor. e. The Fidelity name and address changes have not been made yet. ACTION: Mary Ann will contact Fidelity again and try to effect these changes.
3. **Librarian's Report:** a. March circulation was down slightly possibly due to a snow event, however books again had a higher circulation than other materials. E-books are rising in popularity. b. The plumbing and heating repair bills will be paid for by the Town as they were unexpected and not budgeted for. ACTION: A motion was made, seconded and passed to request Option 2 of the three options made by Wolfeboro Oil. This is the option that was also recommended by Wolfeboro Oil as the most cost effective in the long run. c. The Directors recommended Marianne Marcussen to fill the vacancy created by Jennifer Caldwell's passing. A few hours were added to the position as a result of the reduction in the number of hours in Sally Andersen's position and the addition of hours in the current budget bringing the position to 15 and ½ hours. d. Christie and Lindalee both discussed the fact that the meetings that are taking place in the Library Community are revolving around what the Library will look like in the digital age. This may affect the current plans for the New Library.
4. **Old Business:** a. Personnel Policy - tabled. Tina Antonucci reported to the Directors that the only section remaining to be looked at is #18 Medical leave. ACTION: Copies of the updated Personnel Policy will be made for the Trustees and the Policy will be moved to the June Agenda for final discussion prior to submitting it to the Town Attorney and possibly to the NHLTA Attorney for review and recommendations. b. Gordon Hunt was elected as a Trustee and the Town approved a \$75,000 addition to the Capital Reserve Account for a new Library. c. Anthony Lyon, Paul Matlock and Mary Ann Murray will attend the NHLTA Conference in May. d. Other Old Business : The Annual State Report has been sent to State Library.
5. **New Business:** a. Election of Officers Gordon Hunt agreed to become the Chairman, Paul Matlock will be the liason to the Friends of the Library, MaryAnn Murray will continue as Secretary. b. Expiring Alternates: Gordon will send a notice to the Selectmen requesting that the alternates who are expiring be re-appointed. Marsha has agreed to continue as treasurer. Mary Ann brought up the idea that an Assistant Treasurer work with Marsha and that the person who is the assistant be an elected Trustee. That idea will be on the May Agenda for discussion. c. The meeting time will be changed to 9:00 AM. d. Other New Business: 1. Chris Brewster is no longer in the Landscaping Business. ACTION: The Directors will contact him to see if he is intending to continue to serve as a volunteer landscaper for the Library. 2. All staff has participated in CPR and AED Training except for Deidra Zimmerschied and the newly appointed Marianne Marcussen. 3. The new decals have arrived and will be made available with a donation jar next to them. 4. The Board thanked Tina Antonucci for her exemplary service.

Meeting adjourned @ 10:40 AM

Next Meeting May10, 2012 @ 9:00 AM

Respectfully submitted,

Mary Ann Murray