

Minutes of Tufonboro Free Library Board of Trustees Meeting
December 18, 2014

FINAL

Present: **Trustees:** Gordon Hunt, Paul Matlock and Mary Ann Murray **Alternate:** Marsha Hunter **Directors:** Christie Sarles, Lindalee Lambert

Meeting called to order at 9:04 AM

1. November Minutes were approved with the deletion of Lindalee Lambert from the attendees list.
2. **Treasurer's Report:** A. Accepted as presented. B. Marsha reported that we now have collected \$252,000 for the Building Fund including what has been spent in the past. C. The Hurlburt Fund Check for \$1,000 has arrived. D. The IT line item will be close to the budgeted amount, as we still owe for the circulation system.
3. **Librarians' report:** A. Circulation was slightly down for November. The Library was closed for three days which may account for part of the decline. A suggestion was made that because of the tight quarters browsing the shelves is difficult, which could also account for some of the decline. The Door Count has not dropped, however. B. There were 75+ people who attended the Tree Lighting and Carol Sing. C. 75+ children and adults also attended the standing room only presentation of the Polar Express. D. Christie explained the RSA's that were mentioned in an email from Chris Sawyer. She will send a reply to clear any misunderstanding that Chris may have regarding these laws.
4. **New Business:** A. The Selectmen have approved the Library Budget and the Budget Committee also approved it with a vote of 5-1. B. The second invoice from SMP has arrived and is already 31-60 days past due. Gordon offered to pay this invoice out of his own pocket until the matter of the "No means No rule" is settled. The Trustees paid the first invoice out of the Library's Building Fund with the understanding that the Selectmen would reimburse the Library Building Fund once the matter was resolved. The Local Government Center has not returned with an answer yet. This matter was tabled until the meeting with the Selectmen scheduled for Monday the 22nd of December. C. The SMP Architects will meet with the Trustees at the January 8th meeting. D. The LBAC Report has been submitted and it has been highly acclaimed as a remarkable report. Congratulations are in order to the author, Carla Lootens, of the LBAC and Terry Smith, a Friend of the Library, who helped with editing. E. The Town safety policy was accepted as part of the Library Policy with a vote of 3-0 by the Trustees. F. The idea of a Personal Days Policy was raised by the Directors. The Town already has a Policy in place for full-time employees but since the Library has only 3 full-time employees and relies on several part-time employees to staff and maintain the Library it was felt that perhaps there should be some thought and investigation regarding this matter and the existing town policy. After some discussion, the matter was tabled until the January Meeting.
5. **Old Business:** Library Directors Evaluation: This matter was tabled until **the January Meeting**. A. The Library Directors Evaluation Forum was full and we will need to wait until the next time it is offered to attend.
6. **Non-Public Session:** Not necessary.

Next meeting.

Regular Trustees Monthly Meeting

January 8, 2015

Meeting adjourned @ 11:00AM

Respectfully submitted,
Mary Ann Murray