

Minutes of Tuftonboro Free Library Board of Trustees Meeting
February 14, 2013

FINAL

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

1. February Minutes were accepted as amended: Librarian's Report item b. sentence three the word Company was changed to read NH State Library and the word Hamel's was changed to read Eaglemere Foundation. In the sixth sentence, the words "in the cloud" administered by NH State Library with tech support from Bywater Systems. replaced the words "at the State Library." In section c. the words "be capable of running" replaced the words "probably include the new systems necessary to run"
2. **Treasurer's Report:** a. Treasurer's Report was accepted as presented. b. Marsha asked that one of the Trustees authorize the release of the Fidelity HOPPIN Money. ACTION: Gordon Hunt will do that.
3. **Librarians' report:** a. Other materials out-circulated books but this includes ebooks and downloads so they are actually reading materials. January saw a circulation increase of 300 materials. b. The Staff continues to clean up the records in order to be ready for the switch over to the new circulation system. The new circulation system is finally ready for installation in June and for folks to be trained. The NH State Library has offered to serve as a deposit account for the money from the Eaglemere Foundation. ACTION: Mary Ann made the motion that we would ask to be invoiced for payments. Paul seconded the motion. Motion passed 3-0. There will no longer be a server. The system will be "in the cloud" administered by the NH State Library with tech support from Bywater Systems. NOTE: We are one of six Libraries statewide to initiate this system. c. The new computers donated by the Friends of the Library will be purchased through the same plan that the School System uses and will be capable of running the new circulation system. d. The overage in the salary account will be used to paint the outside of the building.
4. **Old Business:** a. The update on the volunteer Norma Metz who is now a member of RSVP and who will be delivering materials to shut-ins was discussed. Joan Theve has also expressed an interest in the program. Mary Ann's inquired as to the status of the program and the next step is to offer the services to local Churches and the Welfare Office to determine need and build a client list.
5. **New Business:** a. The joint meeting with the Selectmen and Library Trustees began at 9:00AM with Gordon making a few introductory statements and presenting the idea that the Trustees are ready to move forward with a warrant article for the new Library in 2014. He updated the Selectmen as to where we are in the planning and the latest sketch and floor plan from Peter Tennant was shared with the Selectmen. Blueprints will not be generated until the warrant passes. Discussion about whether the project should be a combined warrant with the Police Station as the Selectmen are on record saying the existing building will be renovated for the Police Department ended with the conclusion that it would be better to present each project separately. The idea of shared septic and driveways was raised and would be considered in the planning stages of the new Library. The Selectmen noted that Bauen, the architect for the new fire station, had given them an initial figure of \$620,000 in 2011 to renovate the Library for the Police Department. Discussion regarding the Capital Reserve funds and the funds that the Library has already raised showed that the combined totals of these funds amount to \$390,000. Questions regarding future fundraising by the Trustees led to the discussion that this is a Town Building and that Town Funds should be used to build the structure and that fundraising for wish list items, furnishings and external extras such as patios would be where the Trustees would place their fundraising efforts. There was some discussion regarding the possibility of clearing the lot when the Forestry group from the Vocational school comes to evaluate the logging of the area that the Selectmen have in mind for this spring. The meeting with the Selectmen concluded at 9:45 AM. b. For Town Meeting the value calculator should be updated to the 2012 figures and reflect that over 1 Million dollars was collectively saved by taxpayers through the use of the Library. Gordon will be prepared to speak for the Capital Reserve request but it was felt that there should be few questions.

c. Copies of the Final Minutes will be forwarded to the Administrative Secretary to keep the Selectmen updated regarding Library Business.

Meeting Adjourned @ 10:20 AM Next meeting, March 14, 2013

Respectfully submitted: Mary Ann Murray