

# Tuftonboro Free Library Monthly Trustee Meeting

## Minutes of January 14, 2010

Present: Trustees: Tina Antonucci, Liese Gauthier & Mary Ann Murray  
Librarians: Lindalee Lambert & Christie Sarles  
Guest: Carolyn Sundquist, Selectman

Meeting called to order at 3:52 PM

1. Minutes of December meeting: approved with minor changes to names.

The following unanticipated funds were accepted as submitted:

\$50 from the Friends in the names of Tyler and Alex Brewster for Building Fund

2. Treasurer's Report: The library spent all Town funds for 2009. Salaries exceeded allotted funds from the town, so Mary Ann will write a check to reimburse the town. Carolyn reminded the trustees that there is a new auditor for the town, and that the annual report is due January 15.

3. Librarian's Report: Circulation for 2009 was 42,586; one and a half times the total collection, and double the circulation for 2001. There were 156 new library cards issued in 2009. In December, there were more items deleted than added (due to space issues). The librarians needed to contact the police concerning two patrons with overdue materials. Liese will contact Katie Meserve concerning student volunteers, so that all volunteers are as helpful as possible. The two Kill a watts are now ready for circulation. The library reallocating 2 1/2 staff hours to our schedule, and Dennis will work two more hours on Wednesday and 1/2 hour on Thursday. The library has received notice of a bequest from Sally Lawall for \$25,000 to be used for collection development.

4. Old Business: a. Concerning a warrant article for 2010: Carolyn attended a DRA session at which Michelle suggested having two articles. One to discontinue the funds from the 2006 article (contingent on the second article being approved) and a second to create a capital reserve with the funds.  
b. The phone transfer to Time Warner is complete, with voice mail removed.  
c. Citizens Bank will provide a proposal for our possible banking alternatives.  
d. The Vacation and Sick Time Policies were voted on and approved unanimously by the trustees. The trustees will continue to work on balancing their ethical and financial responsibilities to the town and the needs of employees.

5. New Business: a. The Annual Report was reviewed with minor suggestions.  
b. Other: Lindalee stated that the minutes and statistics are on the web site.

The meeting adjourned at 5:02 PM

Next meeting: February 11, 2010 at 4:00 PM

Respectfully submitted,  
Liese Gauthier