

Tuftonboro Free Library Monthly Trustee Meeting  
Minutes of January 13, 2011

Present: Trustees: Tina Antonucci, Liese Gauthier, Mary Ann Murray

Librarians: Christie Sarles

Alternate: Marsha Hunter

Meeting called to order at 4:00 PM

4:00 pm Appointment- Barbara McClure, Trustee of the Trust Funds: Due to positive growth of the trust funds, the trustees decided to take out \$520.00 as budgeted, and leave \$375.85 (in the TOME Fund) that may be used later this year. The Building Fund has grown \$3,566.00 in the six months that it has been invested.

1. Minutes of December meeting: Accepted with minor change
2. Treasurer's Report: The library was under on salaries for 2010, so Marsha deposited a check from the town for the salary surplus. Marsha is now using online banking and will move \$10,000.00 to the Money Market Account until it is needed. She printed out sample QuickBooks reports, and will work on adding the budget numbers to QuickBooks. There is a budget hearing on Tuesday, February 14<sup>th</sup>. The Friends of the Library dropped off a generous check of \$4,100.00

Acceptance of Unanticipated Funds:

\$50.00 from Suzanne and Kingsbury Davis for collection development

3. Librarian's Report: there were 147 new patrons in 2010 and computer use was up. The library was utilized on Christmas Eve and New Years Eve. Snow shoes are being lent out. The library will circulate Wii games for five days. The DVDs will be alphabetized and places in a new media rack. The trustees would like to have the Dearborn property plowed for parking and storage. Christie has been working on the NHLTA conference which will be held at the Sersc Conference Center in Bedford on May 9<sup>th</sup>. The first Book and Author Luncheon will be next Saturday at 11:00
4. Old Business: a. personnel Policy- Tina will e-mail drafts ten days before our next meeting. She mentioned that we should have an attorney look at the completed Personnel Policy.  
b. Website Update- in process/ tabled to February.  
c. Potential Trustee Candidates: must file by the January 28<sup>th</sup> deadline.
5. New Business: a. Annual Report: Marsha has been working on the Town Report. She will create separate lines for Investment Income and Account Transfers. She will e-mail the completed copy shortly.  
b. Other New Business: Mary Ann informed us that the snowshoes must be back at the library by January 28<sup>th</sup> for the Winter Fun Day on January 30<sup>th</sup>.

The meeting adjourned at 5:00 pm

Next Meeting: February 10, 2011 at 4:00 pm

Respectfully submitted,  
Liese Gauthier

