

Tuftonboro Free Library Monthly Trustee Meeting
Minutes of June 10, 2010

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

Librarians: Lindalee Lambert, Christie Sarles

Meeting called to order at 9:00 PM

1. Minutes of May meeting: Accepted as submitted
2. Treasurer's Report: Mary Ann worked on QuickBooks with Darleen's help. Since QuickBooks does not show budget numbers easily, Mary Ann will create a spreadsheet. We will purchase a resource book on QuickBooks. Due to the cramped, busy atmosphere of the library, Mary Ann will try to come in early or on Mondays to work. We will use money from HOPPIN to buy a laptop for Mary Ann to work on. Mary Ann still cannot get Fidelity to talk to her, despite submitting paperwork two times. Mary Ann will check on Wolfeboro Oil's rate for next year. We appreciate their service and maintenance.
 - a. Unanticipated Funds: \$40 from the Abenaki Tower and Trail Association for Programs.
3. Librarian's Report: Circulation is 100 over this time last year. Dennis is still much appreciated as Circulation Supervisor and is taking on more responsibilities with great success. Liese will now stop writing about how wonderful he is in the minutes. The Librarians are looking into setting up the old office computer and a donated computer in the meeting room. Therefore, we need a half table on casters. We will then have four more computers than last year. We will need to look at the budget next year and think about salary scales and benefits for the circulation supervisor. The Friends have tables for the Book and Bake Sale; they can begin set-up at any time. Christie will make iced coffee.
4. Old Business:
 - a. Tina will have the updated Personnel Policy at the library for the trustees to sign. We will read over proposed changes to the Electronic Information and Services Policy for our next meeting.
 - b. HOPPIN Fund Distribution: We budgeted \$1200 for Collection development. There is \$1296.74 available from 2009. We will use the \$916.34 that we left in the fund last year to buy a laptop and for IT work. Mary Ann will plug the new numbers into the HOPPIN spreadsheet.
 - c. Lindalee has Volunteer Service Agreements in accordance with Labor Laws.
5. New Business:
 - a. Website: Tina had proposed updates. Dennis will add in the Town Report.
 - b. New Building: After discussion, the trustees have committed to raising 10% or \$250,000. We plan on meeting with the Selectmen to ascertain what their expectations are for us to move forward with the new library. (Possibly June 28th.) Christie suggested logging to raise money. She will also look into buy-a-brick programs.

The meeting adjourned at 10:30

Next Meeting: July 8, 2010 at 4:00PM

Respectfully submitted,

Liese Gauthier

