

Minutes of Tuftonboro Free Library Board of Trustees Meeting  
July 11, 2013

FINAL

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

**Meeting called to order at 11:00 AM**

1. June Minutes were accepted as presented.
2. **Treasurer's Report:** A. Accepted as presented and Marsha will update the Fidelity Accounts when the statements come in. B. There was some discussion as to whether the Septic pump-out bill should be submitted as outside maintenance, however Christie pointed out that we always took care of that bill. ACTION: Marsha will cut a check to DJ's Septic.
3. **Librarians' report:** A. The Summer reading program numbers a down considerably. ACTION: Christie will check with the List Serve and see if this is a trend across the State. She will also request information regarding Book and Bake sales as those figures were also down slightly. B. There had been some discussion with regard to the ongoing indoor book sale regarding changing from set prices to make a donation. That discussion was tabled until the August meeting to allow input from the friends after their next meeting.
4. **Old Business:** A. The survey will cost approximately 146.46 to mail. 1,500 copies will be printed with a ½ fold. Gordon will donate the price to mail the surveys to the Friends of the Library who will be authorized to use the Tuftonboro Association's Bulk Mail Permit. Gordon offered to check on the two printers in Wolfeboro and choose which one to use. A sticker party will be held once the surveys are printed, hopefully for a late July distribution. B. Christie reported back that all Trustees and employees are bonded according to the Town Attorney. C. Christie also reported as a follow-up to the discussion regarding a signed Letter of Agreement between the Selectmen and the Trustees, that many Libraries have them but also many do not. The budget which lists the Town and Non-town funds should be a sufficient agreement regarding the support of the Selectmen for the Library.
5. **New Business:** A. The staff has been working with the New Circulation System and there have been some difficulties. Terminology differences have been straightened out. The check out time has been reduced to 1 minute. The issue is that the bar code has to be hand entered due to the fact that we are in a consortium. Dennis has been working on a process that may solve this issue and the State Library has recognized that he has gone above and beyond and may have solved the issue for the entire consortium. B. Gordon reported that he has had a conversation with Carolyn Sundquist and that Bauen is happy to do the Construction Management of a New Library. Gordon feels that we may be on the high side of the estimate after reviewing the costs associated with the new Fire Station. A meeting between the Architect and Bauen should take place and visits to other library projects completed by Bauen should begin to be scheduled.

Respectfully submitted,  
Mary Ann Murray

Meeting adjourned @ 12:08

Next meeting August 8, 2013 @ 11:00AM

PLEASE NOTE TIME CHANGE TO 11:00 AM

