

**Tuftonboro Free Library Monthly Trustee Meeting**  
Minutes of September 10, 2009

**Present:** Trustees: Tina Antonucci, Liese Gauthier & Mary Ann Murray  
Directors: Lindalee Lambert & Christie Sarles

**Meeting called to order at 3:35 PM**

- 1. Minutes:** The August minutes were approved unanimously.
- 2. Treasure's Report:** Liese Gauthier and Mary Ann Murray will be switching positions of secretary and treasurer effective immediately. Mary Ann will look into fixing the Budget Column on the Financial Report and e-mail a corrected copy. Mary Ann will also transfer \$1000.00 to savings account to avoid a \$4.00 service charge. We will table a further discussion to see if the account is needed. Mary Ann will also look in to the cost of Quick Books and may take a continuing education class if we decide to get the program, based on the cost and our IT budget.
- 3. Librarian's Report:** The circulation for January to August exceeded all of 2005. Thanks to Christie, the library raised \$490 from the Attic Art Sale for the Building Fund. Only 1/3 of first graders needed library cards this year.

**4. Old Business:**

- a. **New Building Project/ Interim Space Issues:** Two of the library's closets have been cleaned out.

The Trustees are disappointed to learn that the CIP committee is currently recommending no funds for the library until 2012, and feel that we need some kind of financial commitment from the town due to the 60% support for a new building at last year's town meeting. At the least, we will need a warrant this year to keep the funds appropriated from the 2006 warrant. We also feel that there are some grievous errors in the footnotes of the current CIP draft. Christie will look into rectifying these errors as well as requesting that the trustees meet with the CIP on Tuesday the 15<sup>th</sup> of September.

**4:06** Public hearing opened with no one from the public in attendance. The funds in the amount of \$5652.00 were unanimously accepted from the Friends of the Tuftonboro Library.

Due to space issues, shelves may need to be ordered for the collection. The book sale has raised \$1300.00 ytd, and we regret that the book sale may be sacrificed. We would like any new shelves to be compatible with a new building.

**b. Survey results/ Trial Change of Hours:** New hours are pending, in hopes of staying open all mornings due to high demand for expanded hours. The Directors will look into scheduling.

**c. Personnel Policy:** The Personnel Policy has been typed in by Lindalee. Each hourly employee will now keep an individual time sheet effective Friday September 11, 2009 to comply with the law.

Mary Ann left at 4:35

**5 New Business:**

**a. Budget:** The trustees are looking to stay open longer hours with out changing the bottom line. The directors are concerned that gift donations may be down next year. A provisional meeting has been set for Thursday September 24, 2009 to work on the budget (due to commitments the following Thursday).

**b. Holiday Schedule:** We will look into the hours that the Town will be open during the holiday season.

The meeting adjourned at 5:37 PM

Next meeting: October 15, 2009 at 4:00 PM

Respectfully Submitted,  
Liese Gauthier