

## Meeting Minutes of October 17, 2017

Present: Marcia Haigh, Carol Raymond, David Adams, Marj Bray, Audry Barriault, Grita Olmstead

Absent: Kris Rathjen, Alternate Bill North

**David Adams called the meeting to order at 7:00 p.m.**

**Secretary's Report:** None.

Motion: Audry/David to accept minutes of September 19<sup>th</sup>. Motion passed.

**Treasurer's Report:** The Town's additional \$1,588.33 has been added to the library's budget as intended, for personnel wages.

Motion: David/Carol to accept the Treasurer's Report. Motion passed.

**Building Report:** Library Director Marcia Haigh says that the list of maintenance projects is being worked on.

Motion:Marj/Carol to accept the Building Report. Motion passed.

**Director's Report:** Staff has been working on the collection development of the juvenile nonfiction section. Marcia attended the Municipal Records and Archives Workshop in Keene. She has also been preparing budget and reports for the Town Administrator and prepping materials for the Town Audit. There was a good turnout for the snap-circuits/Lego building event at the library on October 6<sup>th</sup>. Marcia stated that the new chairs that the Library wanted to purchase had a very high shipping charge so instead they will try to get the chairs from Wayfair.com and use PayPal to pay, if possible. This would come from the Library Donation fund. There are no CIP requests from the Library this year.

**Upcoming Events:** Yoga has started at the library again through the Recreation Commission. Marcia also reported that the library has been very busy at times with school children, clean-up of programs and helping regular patrons at the same time. The Magic Show planned for Friday October 20<sup>th</sup> is for all ages, and the coffee hour in October will include adults and not just seniors. Marcia asked if the Trustees are interested in supporting the NH Humanities Oral History grant. Trustees agree that if it does not interfere with the regular library tasks then she should pursue this.

**Old Business:** Policy & Procedure Manual – David and Carol will meet to prep a version of this for the Trustees to review.

**New Business:** On October 14<sup>th</sup> the Selectmen had a workshop to review the budget. They made a motion to put the library pay raises as a warrant article.

David Adams made a motion to enter **Non-Public Session per RSA 91-A:3 II(a)** at 8:15 pm. Carol Raymond seconded, and the motion passed.

Non-Public Session ended at 9:08 pm.

**Public Session** continued at 9:08 pm. The Trustees decided to meet with the Select Board at their meeting on Wednesday, October 25<sup>th</sup> and all Trustees will try to attend. They will try to meet prior to that once everyone checks their schedules.

**Meeting adjourned at 9:15 pm.**

Drafted by Audry Barriault, Secretary pro tem