

**Sanbornton Public Library Board of Trustees**  
***Meeting Minutes of March 21, 2017***

**PRESENT:** Marcia Haigh, Carol Raymond, David Adams, Marj Bray,  
Audrey Barriault

**ABSENT:** Kris Rathen

**ALTERNATES:** Grita Olmstead

**Guest:** Bill North

**Call to Order:** Meeting called to order at 7:00 p.m.

**Housekeeping:**

Two trustees were present who could vote, therefore there wasn't a quorum. Marj Bray and Audrey Barriault welcomed as newly elected trustees. They will be sworn in on March 22. Grita Olmstead will be voted on to continue as an alternate at the next Trustee meeting that has a quorum.

**Secretary's Report:**

Two thank you letters were received from the staff to the trustees for the Employee Appreciation event.

**Treasurer's Report:**

The budget continues to be on track for the year.

**Building Report:**

Annual elevator inspection will happen on April 11. Two certificates will cost a total of \$100 after inspection is passed.

Engineer Study Report recommends a dedicated notebook for building maintenance notes should be kept. David Adams has started one. David asked the town if there was a template, but none is available at this time.

The file cabinet lock was fixed in Marcia's office.

### **Director's Report:**

Marj commented on the excellent back up plan for Winterfest. Due to the lack of snow, it was turned into "Fog Fest" and a "Mardi Gras."

Marcia announced other event proposals:

May 18 – Secret Space Program with speaker Carolyn Larocque, who is donating the presentation.

Carol Levesque has offered to donate a quilt to be raffled as a fundraiser. The drawing would take place on Old Home Day. There may be donor willing to match raffle sales.

The Salatiello Family Trust has offered to fund a presentation by Bob Cottrell on the history of the New Hampshire Chinook Dog. Tom Salatiello mentioned that if the library did not receive the budget requested to cover additional staff hours, he would not have funded this event. He would not have wanted to impose extra work on the staff. The event is planned for June 1.

The Library will support the Sanbornton Conservation Commission's Clean Up Day event scheduled for April 22 by helping promote the event and have free Clean Up Day trash bags available.

### **Old Business:**

Personnel policy manual revisions continue to progress smoothly. Marcia will have a draft to the Trustees soon. Goal for the completion of the updated manual is July 1.

The Sanbornton Conservation Commission will vote on donating Squam Lakes Natural Science Center passes at their next meeting. The value of the donation is about \$300.

### **New Business:**

The revised date of May 23 for the NH Library's Association Conference was announced. Trustees planning on attending will discuss which workshops they will attend at the next board meeting, and will strategize to attend as many as possible. The library has paid the annual NHLTA dues, and will pay the fees for the conference.

### **Other Business:**

High School student Emilio Sanchez volunteered several hours to clean woodwork, wash and wax floors.

**Meeting adjourned at 8:30 p.m. Next meeting is April 18 at 7:00 p.m. in the Library.**