

**COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING**  
**Draft Minutes - March 11, 2019 – 5:30 PM @ LIBRARY**

- A. Call to order - The meeting was called to order at 5:38 pm by Anne Chant. Present are: Anne Chant, Skip Nason, Evan Henderson, Robin Gordon, Sheryl Power, Nate Winship, Willie Farnum, and Mary Cronin. Allie Thompson is absent.
- B. Evan made a motion to approve the minutes of February 11, 2019 regular meeting. Nate seconded. APPROVED The line about Skip Nason in the February Special Meeting minutes needed clarification, Mary clarified.
- C. Treasurer's Report:
1. February 2019 Financial Report – Evan reviewed some items in the report. Skip made a motion to accept the financial report, Nate seconded. APPROVED
  2. Unanticipated funds received
    - a. Conscience jar donations 10.00

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Total unanticipated \$10.00

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- Skip made a motion to accept the unanticipated funds, Robin seconded. APPROVED
- D. Correspondence: Notice of Annual Meeting for Tamworth Village Association, Saturday, March 30 at 3:00 p.m. in the library's meeting room. Mary received an update of Sharon Malenfant's estate.
- E. Old Business:
1. Northern NH Library Cooperative: There will be a meeting to discuss changes to Cooperative Agreement with Directors and at least one Trustee from each member library plus pending member Conway Public Library on Thursday, March 28, 2019 at 5:30 p.m. at the Conway Public Library. Skip Nason and Mary Cronin will attend. The NNHLC annual meeting will be on Thursday, April 4, 2019 at 5:30 p.m. at the Conway Public Library. Sheryl Power and Mary Cronin will attend.
  2. Town Meeting: March 13 at 7:00 p.m. The library has two warrant articles: #12 operating budget and #18 carpeting. Ballot voting (Nate and Sheryl) is on the 12<sup>th</sup>.
- F. Library Director's Report:
1. Programs: See March newsletter for a full list of recent and upcoming programs. Wednesday evening programs were held each week in February. Gordon DuBois' Hiking Historical New Hampshire and Tom Sanderson's Global Disruptive Forces had the largest crowds. Other programs included a talk by artist Hannah Anderson, a crankie-making workshop with Juno Lamb and Jack Mauch, Ice Climbing in New Hampshire with Michael Wejchert. Storytime, yoga, and baby lapsit remain well-attended. 4-H Makers Club and Lego Club continue to bring school-age children and their families to the library. The AdventureQuest game for older kids and teens ended, and participants are anxious to come back for the next installment.

2. Grants: We did not receive a Small Libraries Create Smart Spaces grant. At the suggestion of Ruth Timchak, Mary wrote a grant request to Ossipee Valley Rotary Club for funds to continue AdventureQuest program. The 2019 Moose Plate grant round opened on March 4. Mary will review the criteria and file an "Intent to Apply" form if applying for a grant to help fund exterior painting makes sense.
3. Annual Town Audit: Library financial and budget reports and documents for 2018 audit were provided to auditors. No report yet.
4. Staff: Chris Clyne attended a workshop on researching historic homes at the N.H. Historical Society. Mary attended a New England Koha Summit on March 8. Peggy went to a genealogy seminar.
5. Outreach: Mary made several home deliveries. Our meeting rooms are being used regularly by community groups.

G. New Business:

1. Insulation Quote: Larry Nickerson arranged for William Castner of Quality Insulation to come assess insulation needs. Will provided a three-part quote and says there may be rebates available to pay half the cost. He recommends adding ceiling fans to children's area to push heat down. Estimated costs were: new section of attic, \$3,550.00; old section of attic, \$1,200.00; exterior walls of older front section, \$900.00. Eversource may provide 50% rebate. Buildings & Grounds budget will not cover all three projects in 2019, but rebate is more likely if all three are done. We need to check on quoted insulation treatments to see if they can be used in historical part of building.

H. Committee Reports:

1. Friends of CML: Friends of Cook Memorial Library will meet on March 12. Cabin Fever Book & Bake Sale with lunch and silent auction was held on March 2.
2. Building & Grounds: Larry Nickerson arranged for William Castner of Quality Insulation to come assess insulation needs. He provided a three-part quote and says there may be rebates available to pay half the cost. He recommends adding ceiling fans to children's area to push heat down. Melting snow is being monitored at back door. Melting icicles have been freezing on walkway at main entrance. Spring will be a welcome change.
3. Technology: nothing right now
4. Policy: Revised Policy booklet has been posted on the library's website, and is available in print form in the staff room and in public area. Policies that remain to be reviewed in 2019 are section II. Personnel, and section V. Building & Grounds.
5. Strategic Plan update, deeper community connections: Summer Reading Program will include adults and teens as well as children, and will end with a party to celebrate our community of readers.
6. Strategic Plan update, expanded services for older residents: DocuTalks program started by Laura Hodgman has a few participants who are grateful for daytime programs. Cookbook Book Club potluck was also a daytime program.

7. Strategic Plan update, programming for teens: Fundraising for continuing AdventureQuest is underway. Teen participants planned and worked at a fundraiser table at March 2 Farmers' Market, and raised \$100.
- I. Public Comment – Voting hours are 8 am to 7 pm.
- J. Adjournment – Skip made a motion to adjourn at 6:07 pm, Evan seconded. The meeting was adjourned.

Next Meeting: Monday, April 8, 2019, Cook Memorial Library—5:30 PM