

COOK MEMORIAL LIBRARY - BOARD OF TRUSTEES MEETING
Minutes for March 13, 2017 – 6:00 PM @ LIBRARY

A. Call to Order – 6:03 pm

Present – Anne Chant, Allie Thompson, Skip Nason, Steve Gray, Cheryl Power, Linda Bittner, Sharon Nothnagle, and Mary Cronin, librarian

Absent – Robin Gordon

Also present is Evan Henderson, candidate for library trustee.

B. Approval of Minutes of February 13, 2017 regular meeting - Allie made a motion to approve, seconded by Linda . APPROVED

C. Treasurer's Report:

1. February 2017 Financial Report – A motion to accept was made by Skip . Seconded by Cheryl. APPROVED

2. Unanticipated funds in February

a. Conscience jar donations	6.00
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Total unanticipated	\$6.00

A motion to approve the unanticipated funds was made by Linda . Seconded by Sharon. APPROVED

D. Correspondence: Notice of Annual meeting for Tamworth Village Association, Saturday, March 25 at 3:00 P.M. Agenda and proxy form were included. Mary plans to attend. Skip will also attend.

A notice was received from the probate court, indicating that the library was listed as a beneficiary on the estate of Elizabeth Wiesner, who passed away in 2011.

E. Old Business:

1. Town Meeting: March 15, 7:00 P.M. Somebody will have to stand up when the roof article comes up. Mary will bring the roof estimates. Mary and/or Skip will take care of this. Anne will address the budget, if questions are asked.

F. Library Director's Report:

1. Roof project: Mary took photos of the library roof from all angles after the heavy snow last month. These can be used when deciding where to place snow guards. Mary has ordered a large mounted poster version of the roof handout to display at town meeting, with Moderator Chris Canfield's permission to bring it to town meeting.
2. Programs: Juno Lamb held a Visible Mending workshop on February 4, 25 people came. Lynne Flaccus of Chocorua Lake Conservancy presented an owl program and a

- full moon walk on February 8 and 10. The 5-week Mousetrap Car program for grades 4-6 began on March 7. Eleven young engineers are participating. Jay Rancourt held two more book arts workshops in February. A small exhibit of projects made as a result of the workshop is being planned. Storytimes, kids' reading clubs, and Lego Club all continue and have good attendance. Plans are underway for the summer reading program, this year's theme is "Build a Better World."
3. Staff Professional Development: Several staff members will attend the NH Library Association conference in May. Chris is enrolled for NH Society of Genealogists conference on May 20. Amy will go the CHILIS spring conference. Mary has taken/will take several online trainings, including Protecting Patron Privacy, an intro to "Libraries Transforming Communities" program (training for small and rural libraries will begin in 2018), Libraries Leading with TV Whitespace, Writing Your Preservation Assistance Grant, and Assessing Your Digital Preservation Readiness.
 4. March 26 – Susan Ticehurst, program on information literacy. Allie attended one of her informational sessions, and felt that it was very well done.
 5. 3d printer training – Mary is going to a meeting in Moultonboro on Thursday. Next month, David Smullen from Conway Library is bringing their printer down to show how it works.
 6. Tamworth Village Assn, Selectmen and Planning Board – Mary forwarded a notice to them about UNH First Impressions program.
- G. New Business:
1. NH PDIP (Public Deposit Investment Pool) investment: Keep in place or transfer to endowment held by Trustees of the Trust Funds? Current market value is \$123.04. Last year, this investment gained \$0.63. Bob Seston (Trustee of Trust Fund) – Library must manage their own trust funds. Monies can be added to this fund.
- H. Committee Reports:
1. Friends of CML: Next meeting will be held March 14 (postponed due to storm, date tba). Cabin Fever Book & Bake Sale was successful. It made more than last year, totaled around \$1000. Plant Sale will be held on June 3.
 2. Building & Grounds: Hans Stafford has completed the electrical projects. All were safety-related (adding light switch at top of stairs and motion sensor light outside meeting room entrance, changing meeting room lights so fixture outside restrooms can stay on while rest of room is dark when projector is being used, fixing loose outlet receptacles and replacing emergency light.) Cost was \$920.00, more than budgeted amount for miscellaneous repairs; plans for remaining 2017 buildings & grounds projects will be adjusted to stay within budget. There are two lights that are out in the stained glass windows. There are panels that need to be unscrewed in order to change the bulbs. Skip will help with that.

3. Policy: Plan a meeting to decide which section of policies will be reviewed in 2017. We will decide what section will be done at the next meeting.

– Anne thanks everyone for the nice card that she received when her mother passed away. She would also like to thank Sharon for her service. Sharon is willing to come back if there is a need. The nominating committee will need to meet before the next meeting. Anne, Skip and Cheryl will get together after this meeting. The committees are budget, nominating, finance, long range planning, policies, personnel, buildings and grounds, technology, and the Friends meetings. Sharon was on policy committee and Assistant Treasurer.

Public Comment – Linda spoke about long range planning (strategic planning). Anne is the only member of that committee at this time. The long range plan is overdue. Please review the old plan and be prepared to talk about it at the next meeting.

Skip encountered folks that are involved with the racetrack while he was in Costa Rica.

Steve said that Sandwich opened their town office to hand out Absentee Ballots due to the storm. Mary brought that to their attention and posted it around town. This was very well received, more than 100 were received. Thanks to the Library for this effort.

J. Adjournment – A motion to adjourn was made by Sharon at 7:03 pm. Seconded by Skip.
ADJOURNED

Next Meeting:

Monday, April 10, 2017, Cook Memorial Library—6:00 PM