

Gilman Library Trustees Meeting

Lower Level Meeting Room - Tuesday, April 3, 2018 4pm

Present: Betty Jane M. Kristine S. Nancy M. and Librarian Holly B.

Two Guest Speakers: MIKE CARON, from the United Insurance Co. in Rochester, spoke to the Board about protection against directors' and trustees' liability risks for non-profits. He will provide a quote to the trustees shortly.

MARTY CORNELLISEN of the Alton Historical Society reported to the trustees on their insurance coverage. The society has in place both fire and liability coverage for the Gilman Museum and its room at the library

CALL TO ORDER for regular meeting at 5:45pm by Nancy M., chair

MINUTES Motion to accept the minutes of the March 6, 2018 meeting made by Kristine. Seconded by Nancy. Passed.

TREASURER'S REPORT (using end of February 2018 bank balances).

Checking (General Operating Account) \$ 67,610.87

Building Maint. Fund (library) \$253.91

Money Market (stock) \$12,570.31

Nancy Jordan Memorial Fund \$1,257.05

Other Funds: Margaret Kayser Memorial Fund \$12,409.42 (held in General checking, includes today's approved expenditures)

Capitol Reserve Fund approx. \$25.00 (held by town)

Acceptance of all acquired funds for March 2018 (\$1,078.08) as listed below.

CJ/Donation Jar – \$38.73 Book Sale – \$16.50

Copies – \$82.60 - Fax - \$7.00

Raffle - \$20.00 - Computer Fund - \$4.56

Coffee Fund - \$3.75 - Town of Alton – \$883.94

Membership – \$20.00 - Replacement Card - \$1.00

Expenditures needing approval:

Peg Kayser Memorial Fund 1- Skiva Stand Charger 7-port 84 watts ac/wall charging station for Ipad – \$106.99 Ruth Messier Memorial Fund – Closet Maid 4-cube organizer w/ 4 fabric drawers \$78.06

Motion made by Kristine to accept donated funds, seconded by Nancy. Passed. Second motion made to approve the 2 expenditures made by Kristine, seconded by Nancy. Passed.

OLD BUSINESS

Small wrought iron bench

Pieter Meulenbroek repaired the two benches which will be installed in the library gardens as soon as the weather permits.

American Security/Northeast East Security.

The trustees asked Holly to call the American Security Co. to evaluate the need for a motion detector in the museum room.

Volunteered Luncheon - Postponed setting a date until next month.

NHLTA Conference and Meetings - Holly will email the trustees details.

Strogen's

Proposal for the AC unit in the central downstairs community room has been received. No action was taken but it was generally felt that if either of the side areas need AC, the doors could be left open for duration of the event.

NEW BUSINESS

Key - Holly has had trouble with the front door key working smoothly. She will call the locksmith company in Gilford for repairs (key or lock?).

Garden Club Plant Sale

Betty Jane asked if the Alton Garden Club could hold its annual plant sale at the library gardens instead of at the community center on Saturday, June 2, the town-wide yard sale. The vote was "yes".

Water / Spicket Holly reported that there was a problem with the water spicket outside the building. It had unfortunately been turned on by heavy accumulated ice and snow and left to run. It's now off and Holly will call maintenance in to repair it. (They may also need to cover the nearby electrical outlet).

PENDING

More research needed on the following: meeting room policy, a patron counter, new computer table for the main floor, maintenance help and a book drop at the back entrance.

MEETING

Business meeting, Tuesday , May 1, 2018 at 4pm. Friends meeting. Thursday, April 19 at 11:30am.

Meeting adjourned 6:20pm .

Respectfully submitted,

Betty Jane Meulenbroek

Secretary