

Gilman Library Trustees Meeting
April 11, 2013
Minutes

Called to order 8:55 AM

Attendance; John Pohas, Pamela Martin, Justin Avery, Profile Bank, Linda Hess, Ruth Arsenault, Ruth Messier, Shirley Lane and Holly Brown.

Ruth M. made a motion to accept the minutes from the meeting, dated February 19, 2013, with the following corrections;

Bob Butler offered a positive overview of the current state of the Gilman Library Stock Investments.

Ruth A. made a motion to purchase a Keurig coffee maker for the library.

Seconded by Linda. Motion carried.

Shirley made a motion to place the Treasurer's Report on file as follows;

Checking \$43,846.91

Money Market \$8,367.55

Building Fund \$2,799.27

Nancy Jordan \$1,164.48

Seconded by Ruth A. Motion carried.

OLD BUSINESS

Justin Avery presented an overview of account options available to the library if the Trustees should decide to move the library accounts from TD Bank to Profile. There was some discussion regarding the process of transitioning. More discussion will follow.

The increase in the water bill was due to a leak located further down on Main Street and to ice dislodging the spigot located at the front of the building. Consideration will be given to placing a box cover on the spigot for the next winter season.

The ice melt system seems to be working very well. Troy from TNT has done an excellent job monitoring the system for the first year. The rather large blizzard presented a challenge for the system but it seemed to function as well as can be accepted.

The ice build up problem which resulted in water backing up into the Gold Wing of the library is well under control. John took the file for review. He will contact Russell Bailey to set up a meeting regarding redesigning the drainage system located under the parking lot. More discussion will follow.

NEW BUSINESS

John will get an estimate from Ray Kelley for scraping, priming and painting the front of the library. One side of the library will be addressed each year until the work is completed. The Bricks Cement work and front façade are in desperate need of attention. There will be no changes to the policy regarding **HARDWIRED INTERNET ACCESS** at this time.

Three Gilman Library Trustees and the Librarian/Director will be attending the NHLTA Conference on Monday, May 20th. All registration forms will be submitted to Holly to be mailed by May 1st.

To address the DVD theft situation, John made a motion to give Holly the authorization to make the immediate purchase of her selection of 2 cabinets, paper sleeves and dividers for the purpose of storing DVD's behind the circulation desk. The total cost is not to

exceed \$3,000.00 and will be paid with Money Market Funds. Seconded by Ruth M. Motion carried.

Linda made a motion to accept the April-September Maintenance Quotes for 2013 submitted by White Star Property Maintenance for \$940.00 to be paid with Money Market Funds. Seconded by John. Motion carried.

Ruth M. made a motion to allow all officers to remain in position if they would like to do so. Seconded by Ruth A. Motion carried.

Chairman – Linda Hess

Treasurer – Ruth Arsenault

Trustee – John Pohas

Trustee – Ruth Messier

Trustee – Shirley Lane

Lucinda Miller has chosen to retire as of July 1, 2013. Linda made a motion to accept the letter of resignation submitted by Lucinda Miller and to advertise the opening of Assistant Librarian position for up to 36 hours per week as soon as possible. Seconded by John. Motion carried.

Ruth A. made a motion to allow Amy Jennings (Bookkeeper and Substitute Aide) to receive a 3% cost of living allowance effective as of January 1, 2013. Seconded by Shirley. Motion carried.

Ruth A. made a motion to review Lily Yari's (Library Aide) hourly wage after she has completed six months employment. Seconded by Shirley. The motion was denied.

Holly will call Shibley's at the Pier to schedule the Volunteer Luncheon for Monday, May 6th, 2013 at 12:00 Noon.

The next Gilman Library Trustees Meeting is scheduled for Tuesday, May 21st, 2013 at 9:00 AM.

Meeting adjourned 12:15 PM

Respectfully Submitted

Holly Brown
Library Director