

Gilman Library Trustees Meeting

April 18, 2007

Minutes

Called to order: 2:15PM

Those in attendance included Shirley Copeland, Nancy Jordan, David Birdsey, Cindy Miller and Holly Brown.

Personnel policies and job descriptions were reviewed and discussed with Cindy Miller and Holly Brown.

Nancy made a motion to accept the minutes from the previous meeting, dated March 20, 2007, as read. Seconded by Shirley.

Nancy made a motion to note the Treasure's Report and place it on file as follows:

Checking \$ 23,799.92

Building Fund \$13,404.60

Money Market \$29,433.31

Seconded by David Birdsey.

Holly presented Gilman Library Program 2007 list to the Library Trustees.

The hose that was connected to the heating cooling system following an icing problem in February will be removed tomorrow morning. The snow storm, dated 4/5/2007 and the Nor'easter dated 4/12/2007 did not present any problems for the library other than a power loss.

It was determined that the bathroom fans would not be replaced at this time as was suggested by Tom, Alton Parks & Recreation/Grounds and Maintenance.

Holly will submit a work order to Alton Parks & Recreation/ Grounds and Maintenance for the repair of brickwork that is coming away from the railing at the front of the library.

Nancy made a motion to purchase a new upright vacuum cleaner (\$468.95) for the Gilman Library with funds from the Gilman Library Building Fund Account. Seconded by David.

The book drop located at the front of the library was “reconditioned” by Burt Clocksin. Shirley made a motion that the cost of reconditioning (\$155.69) will be paid with the Gilman Library Money Market Account. Seconded by Nancy.

Marie Stackhouse has accepted a position as the Children’s Librarian at the Barnstead Public Library. The Trustees reviewed Resumes for this immediate position. Another meeting (exact date unknown at this time) will be held to continue the review and process of filling the position. More discussion will follow.

Nancy made a motion to purchase screen protectors for the Dell Computers (\$360.00), a digital portable phone/Answering System (\$100.00) and Children’s Books (\$800.00) to be paid with The Bank of America Charitable Trust Fund Donation. Seconded by Shirley.

The next Gilman Library Trustees regular business meeting is scheduled for Tuesday, May 15, 2007

Meeting adjourned 5:15 PM

Respectfully submitted,

Holly Brown

Library Director