

## Gilman Library Trustees Meeting

Lower Level Meeting Room - Tuesday, May 1, 2018

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

Guest Speaker: Bob Butler from Roman, Butler, Fullerton & Co. Mr. Butler spoke to the trustees on the portfolio performance of the last year. It has continued to do well (12.2% return) and he was thanked for his services. The investment plan was also reviewed and approved.

CALL TO ORDER for regular meeting at 4:30pm by Nancy M., chair

### MINUTES

Motion to accept the minutes of the April 3, 2018 meeting made by Annette. Seconded by Kristine. Passed.

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

Checking (General Operating Account) \$66,108.28

Building Maint. Fund (library) \$253.92

Money Market (stock) \$12,571.37

Nancy Jordan Memorial Fund \$1,257.12

Other Funds: Margaret Kayser Memorial Fund \$12,409.42

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

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

CJ/Donation Jar – \$69.15 Book Sale – \$8.00

Copies – \$94.10 Fax - \$34.00

Raffle - \$4.00 Computer Fund - \$5.42

Coffee Fund - \$2.50

Membership – \$20.00 Donation - Friends of the Gilman Library - \$160.00

Motion made by Kristine to accept donated funds, seconded by Annette. Motion made by Betty Jane, seconded by Nancy, to accept the treasurer's report. Both motions passed.

### OLD BUSINESS

Insurance for liability risks for non-profits - A quote for \$1,162. has been received from Mike Caron of United Insurance. This coverage is to protect the trustees of even alleged wrongdoings. Motion to pay for the insurance out of general checking (donated funds) made by Kristine, seconded by Nancy. Passed.

RTK (Right to Know) Issue - Kristine was instructed to follow up on the lack of response by the town administrator regarding the trustees' request of March 7 to meet with the board of selectmen. She will attach a cover letter and resend it again to the town administration and selectmen.

Volunteered Luncheon - If it can be arranged with Shibley's, the annual get-together will be held Tuesday, June 5 at 5pm after the monthly meeting of the trustees. Staff, volunteers and the trustees are all invited to attend.

Strogen's - Holly will respond to the proposal for the AC unit in the downstairs community room. The trustees voted for both a cooling and heating unit to be installed. Since line voltage wiring was not included, she will ask Strogen's for a recommendation of an electrician. Motion made by Kristine to proceed and use money from the Margaret Kayser fund. Seconded by Annette. Passed.

Historical Society- It is necessary to update the "Agreement between the Trustees of the Gilman Library and the Directors of the Alton Historical Society." Mention must be added that the library will not be held responsible for damages or thief should it occur in the museum room. Motion made by Kristine, seconded by Nancy, that the agreement be rewritten and signed by both parties.

#### NEW BUSINESS

Annie Wheeler Collection - Agnes Thompson Fund Book purchase of non-fiction titles for teens and young adults. Approved \$984.48

Bark Mulch for the library gardens - Betty Jane will contact the Alton Parks and Recreation Dept. for additional mulch to be delivered. Kristine moved that it be paid for out of general checking. Seconded by Nancy. Approved

#### MEETINGS TO NOTE

Business meeting, Tuesday, June 5, 2018 at 4pm. Volunteer Luncheon at 5pm NHLTA Conference - May 14 RTK Meeting with town attorney - May 30, 2018 at 6pm

Meeting adjourned 6:10pm . Respectfully submitted,

Betty Jane Meulenbroek

Secretary

