

Gilman Library Trustees Meeting

Lower Level Meeting Room

May 19, 2015

Convened: 4pm

Present: Ruth M, John P, Betty Jane M, Kristine S. and Librarian Holly Brown

Call to order by Chairman Ruth M. at 4pm

Guest speaker, Robert Butler, presented a review of the actual allocation of the library's investment account. He then asked for guidance as to how much cash be kept on hand (as of 12/31/14 it was \$34,715). Discussion followed with both John and Ruth recommending that no changes be made in 2015. Although the exterior of the building has had recent roof work and painting done, the interior may need some upgrading. There has been no major repairs done in the past 17 years. It was noted that his management fee was only \$4.00 for an outstanding return of 10.74 during 2014. The board thanked him for his service.

Our second guest was Dan Monahan of New Durham who has volunteered to tend the garden in the front of the library building for the past several years. There is a need to fix the irrigation system, and John next reported on the sprinkler system. He's been in touch with Keith Dube hoping to locate the leak which has been creating the huge cost of water in 2014. He will next contact Bill from Alton Public Works Dept. in an effort to locate the valve box and fix all 4 zones around the library building.

Start of the regular meeting – 5pm

MINUTES

Motion to accept the minutes of April 14, 2015 made by Mark, seconded by Betty Jane. Voted unanimously.

TREASURER'S REPORT

Unanimously accepted. Holly noted that the checking balance includes the recent donation to the library from Margaret ("Peg") Kayser. There needs to be a public hearing announcing her generous gift of \$52,307.27. This can be held at the next meeting, Tuesday, June 16. Kristine offered to check with Terry Knowles of the NHLTA for specifics on the laws governing such donations.

OLD BUSINESS

Volunteer luncheon will be held at Shibley's Restaurant in Alton Bay, Monday, June 1, at noon.

Prospect Mountain High School Fundraiser, held May 29, included our 2 donations.

Happy Hobby Doll club raffle will be on display at the library. Ruth will be handling the club's raffle, and her contact information will be included in the display.

NHLTA conference was held in the Grappone Center in Concord, Monday, May 18. Both Betty Jane and Kristine went and reported briefly on the sessions they attended.

Walkway in front of building, doors for the kitchen and coffee station are being addressed by John. J.P. Builders of Alton will be asked to make repairs. If bids are required for any library repairs, we would follow the town's policies. The rear and both sides of the building will be painted; JP Builders will begin July 1.

#### NEW BUSINESS

Peg Kayser donation: See treasurer's report

Roof repairs – Last fall Stroger's HVAC Service repositioned and checked out the AC system in preparation for needed roof repairs. A motion to pay their bill of \$2177.00 was made by Kristine and seconded by John. Monies will come out of the capital reserve fund. Unanimously accepted. John offered to check out the roof for any damages from last winter's ice melt dam leading to a leak in the office. This repair will be paid from the building fund.

Manchester City Library Association and University of Northern Texas – VT/NH/ME Cohort program: Lily and Holly are both interested in this program offering the low cost of \$18,000. for an MLS. Holly will check on what is required to apply.

Bills – Kristine now has the authority to sign the 3 pending bills since Mark isn't present.

Lawn care – Since White Star is gone, John will ask Keith Dube whenever the need arises.

Lastly, Holly asked the board to consider the closure of the library for staff meetings. She anticipates this need only happen about 4 times a year during a lunch hour, 12 to 1pm on Fridays. It is the only time everyone is scheduled. The board approved her request in a voice vote.

Next meeting will be held on Tuesday, June 16 at 4pm.

MOTION to adjourn made by John; seconded by Kristine at 6:15pm Unanimous.

Respectfully submitted,

Betty Jane Meulenbroek

Secretary