

Gilman Library Trustees Meeting

Minutes - August 16, 2011

Called to order 2:00 PM

Attendance: Linda Hess, Ruth Arsenault, John Pohas and Holly Brown.

Linda made a motion to accept the minutes from the previous meeting, dated July 19, 2011, as read. Seconded by Ruth. Motion carried.

Linda made a motion to accept the Treasurer's Report. Seconded by John. Motion carried. Treasurer's Report was placed on file as follows:

Checking \$34,491.02

Building Fund \$11,185.31

Money Market \$26,061.97

Nancy Jordan Memorial Fund \$1,178.66

OLD BUSINESS:

John will call Giguere Electric regarding the status of fixing the lamp post located in the back parking lot. The parts are being stored in the mechanical room. John plans to meet them here on the day the project will be completed. More discussion will follow.

The sprinkler system will be adjusted to water the front courtyard once a day at 5:00 AM for ten minutes.

John presented quotes from two tree services. Linda made a motion to contract with White Mountain Tree Service (for \$500.00) to take down the dead tree located at the edge of the parking lot at the back of the building. Seconded by Ruth. Motion carried. John will contact White Mountain Tree Services to see if the quote, received 2 months earlier, is still current. In addition, he will ask them to trim back the tree located at the front of the building that is touching the building. More discussion will follow.

To date, we have received no response to our "Request for Proposal" for digitalizing the Main Street Collection. Linda made a motion to extend the deadline to accept responses to October 1, 2011. Seconded by Ruth. Motion carried. The "Request for Proposal" is posted in the Town Hall, the Alton Post Office and the Gilman Library, has been displayed in 3 area papers, has been placed on the Town of Alton Website, e-mailed to various business services and placed on NHAIS library system. Holly will look into

mailing the proposal to vendors who offer business services. Bills that are acquired through placing display ads in newspapers will be submitted to Murial Stinson – Trustees of the Trust Funds. More discussion will follow.

NEW BUSINESS

Holly presented a revised copy of the Internet Access Policy of the Gilman Library for review. More discussion will follow.

Trustees were also asked to review information regarding the possibility of providing fax services to library users. More discussion will follow.

The next Gilman Library Trustee business meeting is scheduled for Tuesday, September 20, 2011 at 2:00 PM.

Meeting adjourned 4:05 PM

Respectfully Submitted,

Holly Brown / Library Director