

Newington Library Board of Trustees (LBOT) Meeting Minutes

Date: 14 Jan, 2014

Present: Trustees Melissa Prefontaine (M), Gup Knox (G), Steve Bush (S), Jack O'Reilly (J), Lee lamson, Library Director Scott Campbell. (SC), Gail Klanchesser (GK)

Called to order by Chair M at 6:05

Minutes: Moved by J, second by S to approve non-public meeting minutes of 12/17/13. Approved by J, S and M. G & L abstained-absent from the meeting.

Moved by G, second by S to approve meeting minutes of 1/7/14. Approved by G, S,L and M. J abstained-absent from the meeting.

Fireplaces: Two vendors replied to bid. They are working with the Town's Building Inspector on specific requirements. The LBOT will make a "field trip" sometime next month to look at examples.

Audit: G discussed findings from audit conducted in 2013 for fiscal year 2012. He will make an appropriate response in writing. No further actions were deemed necessary.

Annual Report: G received the bank information today. SC is working on his portion and expects to complete 1/15.

Furniture: A "field trip" is planned by LBOT members that can attend to showrooms in Manchester on 1/20.

Attic: The contractor needs it empty no later than mid-February. SC & GK are working on deciding on what will be stored, donated or disposed of. Needs are

1. Movers scheduled
2. Hire an expert to assess value of contents
3. Move non-essentials
4. Check for interested buyers
5. Establish criteria for keeping vs. disposal
6. Get a price for 1 & 2 by 1/21. Action SC

Moving: A question came up about what can be left in the existing building during the renovation phase. This will be discussed with the architect Ron, at our next meeting.

Suggestion Box: M read the suggestions that have been recently submitted:

1. Motorcycle pad in new parking lot. Will discuss with Ron.

2. Move nice existing shelf into new addition for coffee mugs, etc. Will discuss with Ron
3. Buy a chair with foot massaging capability. Not in the current budget
4. Install an alarm/chirp on all doors that will signal to the circulation desk when doors are opened. M will check with the security company. Will also discuss with Ron.
5. Buy the movie *Hocus Pocus*. SC has the lead to check on.
6. Subscribe to *Majesty Magazine*. SC will look into. May not be in this year's budget.
7. Purchase some adult picture books. . SC will look into. May not be in this year's budget.

Elections: This year's ballot should have one Trustee for 2 years (remainder of vacancy being filled by J's appointment) and one for 3 years (S's term will expire).

Next Meetings: Possible meeting with construction team 1/17 at 11:00 (M will let LBOT know) and 1/21 at 6:00

Adjournment: At 7:10, moved by S, second by J. Approved 5-0

Respectfully submitted

Jack O'Reilly