

LIBRARY BOARD OF TRUSTEES – LANGDON LIBRARY, NEWINGTON, NH

AGENDA/MINUTES – Regular Monthly Business Meeting

Date: **November 22, 2011** Time: 6:00 PM – 8:50 PM

Attendees: Scott Campbell, Steve Bush, Lee Lamson, Grace Simms, Melissa Prefontaine, Debbie Zabkar (bookkeeper), EJ Hoyt (for ½ hour)

Minutes/Notes Taken By: Melissa Prefontaine

Item	Discussion & Decision	Follow-up Needed	Key Contact
Minutes	Previously reviewed an accepted. Noted that in future, minutes to be reviewed accordingly in appropriate meeting (regular business meeting vs. long range planning work sessions)	Post	Melissa
Treasurer's Report	No report prepared. Bookkeeper present and reports that bills are up to date. Lee to prepare end of year Treasurer's report with Debbie	Report for end-of-year	Lee
Insurance Appraisal	Reviewed appraiser's report and item value amounts. No changes to insurance limits needed at this time.		
Shelving	Reviewed options for shelving in Children's area. Consensus could not be reached. Many remaining questions. To have Tucker Interiors meet on site to answer questions and give final quote. Will encumber funds for 2012. Discussed options for existing shelves, including using for storage in basement or donating.	Set up appointment with Tucker Interiors	Scott
EJ Hoyt	Discussed ideas for media shelving- EJ offered cost effective and space efficient options. Will come up with quote and provide to Scott. Also, EJ informed on the history of the issue with the front wall (no previous historical record) - approx. 10 years ago, the Town Inspector noted that a beam towards the front of the building was turning. RJ Young added lolly columns to front wall in basement for added support. Approx. 5 years ago, inspector noted cracks in support joists in basement and that the front support beam was still turning. EJ sistered the joists and added more support to the front wall with angled 1x6" slats.		

Budget	Discussed each line item again- to reflect current costs (as compared with budget spending to date for 2011). Note that Salary/wages affected by increase in hours in April and this will also lead to FT benefits for Scott	Revise and Post	Melissa
Next meetings	Budget presentation to Selectmen – December 5 th @ 6:30 PM LRP work session – December 20 th @ 5:30 PM Next Regular meeting – will forgo for December – to have Trustee end-of-year celebration. Will arrange meeting and post if needed.	Post	Scott

ACCEPTED