

## Newington Library Board of Trustees (LBOT) Meeting Minutes

**Date:** 4 Nov, 2014

Called to order by Chair M at 6:20

**Present:** Trustees Melissa Prefontaine (M); Lee Lamson (L); Steve Bush (S); Jack O'Reilly (J), Gup Knox G), Library Director Scott Campbell (SC) (joined at 7:20)

**Non-Public:** At 6:22, moved by J, Second by G to go into non-public session per RSA 91-A:3 II (a) and (c) personnel. Roll call vote 5-0

**Non-Public:** At 6:55, moved by J, second by G to come out of non-public session. Roll call vote 5-0.

Moved by J, second by G to seal the non-public minutes indefinitely. Approved 5-0 by roll call.

**Minutes:** Moved by G, second by L to accept public minutes of 9/23/14, 10/7/14, 10/20/14, 10/21/14, 10/27/14 10/28/14 and non-public minutes of 10/24/14 and 10/27/14. Vote was unanimous by those who were in attendance for each meeting.

**Treasurer's Report:** On file in the Library. The budget for 2014 is on track.

**Director's Report:** On file in the Library:

- October saw 823 patron visits, 665 check-outs and 4 new patrons signed up
- Still projects ongoing from the construction
- Still shifting books to new shelves
- New printer purchased. Was able to negotiate a low price
- Discussed recent physical changes to the new building
- Needs to "weed out" audio books
- Will be closed 11/11/14
- Need to update the website. Is looking at a library specific vendor
- Will be doing a *Dr. Strangelove* screening 11/12. Per L, need more notifications of events.

**Construction:** The Children's Room floor vendor has gone out of business. The contractor is looking into alternatives.

**Shelving:** Shelves in old building against inside wall are sagging. Moved by J, second by L to authorize expending up to \$1500 to have them fixed. Approved 5-0

**Trust Funds:** Not sure if/when the money owed will be received. J moved and G seconded to recommend apportioning the funds when received to one amount in a Major Repair Fund, a larger amount on Capital Projects and the remaining funds to help pay on the construction bond as the LBOT schedules. Motion approved 5-0

**Maintenance:** M has 2 quotes for window washing and will provide them to the LBOT. SC was directed to purchase reflectors to be placed along the sidewalk to guide snow blowing.

**2015 Budget:** A preliminary budget was discussed. It is expected to show an increase due to uncontrolled expenses and the possibility of less Trust Fund interest. Utility costs are expected to significantly increase due to the building size being about tripled.

**Next Meetings:** 11/10 at 6:00 and Trust Fund public hearing 11/18 at 7:00 preceded by a regular LBOT meeting at 6:00.

**Adjournment:** Moved by G, second by J to adjourn at 9:10. Approved 5-0.

Respectfully Submitted

Jack O'Reilly