

LIBRARY BOARD OF TRUSTEES – LANGDON LIBRARY, NEWINGTON, NH

AGENDA/MINUTES –Regular Business Meeting

Date: 6/25/13 Time: 6:07PM - 8:37PM

Attendees: Scott Campbell, Nate Fredette, Gup Knox, Melissa Prefontaine, Jack O'Reily, Steve Bush, Gail Pare, Lee Lamson

Minutes/Notes Taken By: Nathan Fredette

Item	Discussion & Decision
Meeting Minutes	Motion by Gup to accept the revised minutes from 6/18/13 library meeting Seconded by Nate unanimous
Treasurer's report	Information regarding the report can be found at the library in with the regular library minutes.
Director's Report	Information regarding the report can be found at the library in with the regular library minutes.
Movie Night	Scott will follow up to make sure that popcorn is provided. The movie will be "The Impossible." Movie night is expected to go as planned on 7-2-13. Lee will obtain ice and beverages.
Technology	Scott will create a list of IT needs for the library and the trustees will consult with the architect on what the IT budget will cover.
Library Books/Painting storage	Scott received willing participant to display some of the historic books/paintings the library contains. Scott will finalize the determining factor with how long they want to hold the historic items and how soon they can get them. Scott discovered that bubble wrap is fine to put the historic item in. Transportation is not an issue.
HDC request	HDC would like to see exterior drawings for expansion.
Rental Tri-centennial	Melissa will reach out to Martin to advise the LBOT are not interested in co-sponsoring the cost of a projection screen.
Lock box	Lock box will be put on the library property at some point.
Ivy	Contact Nancy Cauvet from the conservation committee about. Melissa will contact the selectmen ivy to see if they know who cut the ivy previously.
Signage	We had a complaint about the signage at the 3 way. The LBOT will research options for alternative signage as they are down to one sign.
Trust Fund	Nate will continue to do research on the trust fund and reach out to Kate Deforest regarding status.

Change orders	Designation of library representative for working closely with the constructions manager/architect to approve work and sign purchase orders. Agreed that Monday mornings the meetings would occur and meetings will be posted.
Personnel Plan	Reviewed and made updates. Still to be further refined by LBOT.
Programming/Staffing/ Space	Opportunities reviewed about library future state once the addition is complete. The requests for this have not been raised by the public and the trustees feel that most of the needs will be determined once the library building project is completed.
Suggestion Box	No new suggestions
Next meeting	7/2/13 Library Building meeting @6:00PM HDC Meeting 6/26/13 @4:30PM
Meeting Adjourn	Motion to adjourn by Gup Seconded Nate vote unanimous Meeting Adjourn @ 8:42PM