

## Newington LBOT Meeting Minutes 10/20/15

**Present:** Trustees Steve Bush (S), Jack O'Reilly (J), Lee Lamson (L), Trustee Alternate Cathy Hazelton (C). Library Director Lara Croft (LC)

Meeting called to order by Chair S at 6:05

**Minutes:** Moved by L, seconded by C to accept the public minutes of 9/15/15. Accepted 3-0. J abstained (was not at meeting).

**Treasurer's Report:** (Available in the library). It was noted that audit costs charged by the Town Hall were much higher than budgeted based on previous years. L will check on. Budget is on track for the year with some line items above and some below projections. There is 22% of the town appropriated funds left. We will finalize the 2016 budget at the next meeting November 9<sup>th</sup>.

**Director's Report** (available in the library):

- Propane contract has been signed with Amerigas. LC will order a fill-up when the tank is down to about 50%
- We have a quote for new children's room shelves. LBOT will revisit next meeting. Possible encumbrance.
- There are a few maintenance items that need to be addressed; the men's room toilet tissue holder, damaged light pole, cover for gutters. J and LC have the lead.
- Some old shelves are in storage. LC will check with the HDC and other libraries to see if anyone wants them.
- September's patron count was up 170 from last month for 760 total which was the best of the year so far. LC is working on many evening activities.
- A new "Friday Family Hour" will be starting 10/23 to replace the "Baby Lapsit" and "Story Hour" programs.
- LC would like to order more audio books since they are so popular. Moved by L and seconded by C to authorize the purchase of new audio books up to \$3000. Approved 4-0
- Kids Half Day program was discussed. We still need more volunteer chaperones or the program may have to not be held in the future. Some kids stay well past the program's end time. J will discuss with the Newington School Supporters.
- Looking at what days to close or have shortened hours around the holidays. Will be addressed at the next meeting.
- C suggested name tags for the staff. The LBOT agreed it would be a good idea. LC will look into.

**Building items:** Specific salt is needed for the cement walkways. J will discuss with the Road Agent how to store this salt that the LBOT will purchase.

**Trust Funds Court Case:** There has been no court ruling yet. We are still waiting. It will then need to be enforced.

**Policies:** A review and re-approval of some policies is coming due. The first is the investment policy which S will email to everyone.

**Next Meeting:** November 9<sup>th</sup> at 2:00 for budget approval and regular business.

**Adjournment:** At 7:42, moved by J, second by L to adjourn. Approved 4-0.

Respectfully Submitted

Jack O'Reilly

ACCEPTED