

## Langdon Library Board of Trustees Meeting Minutes November 8, 2018

**Present:** Trustees Jack O'Reilly (JO); David Turbide (DT), Peter Welch (PW), Alternate Lee Lamson (LL); Library Director Lara Croft Berry

Meeting called to order by JO at 1:00 PM

**Minutes:** Moved by PW, seconded by DT to accept October 11 public minutes. Accepted 3-0-1

**Treasurer's Report:** Reported by LCB in Lillian's absence. Overall spending is in line with expectations at this point in the year. LCB is carefully watching all spending to be sure we close the year within budget.

**Director's Report:** The library continues to operate smoothly. The numbers for October are down a bit from 2017's record numbers but still strong.

- The woeful saga of the sidewalk lights continues. LCB and PW are pursuing resolution of the leaking fixtures issue through Rockingham, the electrician and the manufacturer. The lights have been sealed again and are not leaking at the moment. Rockingham is recommending we switch to another type of head as the original manufacturer is not standing behind the fixture. It's not clear at the moment who would pay for the replacement heads and installation.
- On-going programs like Tech Talks, Caregivers' Café, Story Hour, Book Club, etc. continue. There was a good turn-out for the Wednesday evening program on African American history.
- In a follow-up to last month's payroll reporting discussion, it was decided that a trustee will review the time sheets and sign the summary each pay period before submission to the town.

**Parking Lot:** PW has documented the alternative designs for the parking lot, so that the HDC can see that many alternatives were considered and the reason why we selected the one that we did. These will be presented at the next meeting later this month. With HDC agreement on the design approach, the trustees voted to add \$16,000 to the 2019 budget, to be taken from Trustee funds with no impact on the taxpayers, to fund the engineering work in anticipation of submitting a bond request to the town for 2020 for construction. Further, PW is authorized to work with the engineering firm on this proposal and engineering. Moved by DT, seconded by PW, passed 4-0.

**Policies:** No update at this time. The next reviews are not due until Spring of 2019.

**Building Maintenance:** LCB has been searching for a "handyman" type resource to take care of the routine maintenance items that arise on a regular basis. An individual has been identified who will become a part-time employee for a few hours per month. Doing it this way fits in our budget and takes care of the taxes, workman's comp, etc. details.

**Non-Public:** No non-public meeting this month.

**Other Business:** The trustees voted to accept a budget totaling \$242,484 to submit to the town- moved by JO, seconded by PW, passed 4-0. Trustees authorized year-end bonuses (essentially the same as 2018) moved by PW, seconded by DT, passed 4-0. The holiday gathering will be December 18, 6 – 8 PM.

**Board meeting adjourned** - moved by PW seconded by LL, passed 4-0 at 2:40 PM

**Next Meeting:** December 13, 2018 @ 1:00PM

**Respectfully Submitted:** David A Turbide, board secretary