

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

**Date:** 9 September, 2014

Called to order by Chair M at 6:00

**Present:** Trustees Melissa Prefontaine (M); Steve Bush (S); Jack O'Reilly (J), Gup Knox (G), Library Director Scott Campbell (SC); Architect Ron Lamarre (R)) by phone for Construction portion.

### **Construction Update**

**Blinds:** New building blinds ordered, awaiting delivery. Due to light reflections on the screen, new ones will be needed in the adult program room.

**Lights:** R is still looking into new globes for the adult program room and the possibility of adding a dimming ability.

**Water Heater:** R recommends adding a return loop instead of new heater and will discuss with the contractor.

**Furniture:** Backordered table is due 10/15. R will look into a price for a new computer table. The vendor will fix the broken clover table.

**Masonry:** Still waiting for a test section to be done. No word received from either interested mason.

**Lawn:** The contractor will look at and fix any sections that need reseeding. Chair M will look for someone to hand mow the sodded areas.

### **Business**

**Minutes:** Moved by G, second by S to accept the minutes of 8/8/14 and 8/18/14.. Approved 4-0.

**Treasurer's Report:** Balances for each account were presented by Treasurer G. Budget bottom line is on track. Some line items such as electricity, water and supplies will be over due to low original estimates for a new building and no original plan for lawn installation. Report is on file in the Library.

**Director's Report:** Director SC reported the following:

- The number of people coming to the library is up significantly
- He is already getting inquiries for using the building
- He will add a GOOGLE events calendar for building use signups
- There are still a couple of items left to do on the IT/AV list. They are being worked on.
- Per LBOT, he needs to send out appropriate “Thank You” letters to those who donated items for the grand opening ASAP.

**Library Policies:** Total list presented by M. LBOT reviewed the new wording for artwork display/selling and building usage. Moved by S, second by J to accept all policies as presented. Approved 4-0.

**Rain Garden:** All good comments received so far. It does have a lot of weeds. It may need some upkeep but since it is located outside of the LBOT’s controlled land it is the Board of Selectmen’s responsibility.

**Landscaping:** Will look at doing more next year likely using Trust funds.

**HVAC:** Vendor has been in doing adjustments and staff training.

**Stepladder:** SC feels one is needed for the building. LBOT had no problem with one being purchased.

**Non-Public:** At 7:40, moved by J, Second by G to go into non-public session per RSA 91-A:3 II (a) personnel. Roll call vote 4-0

**Non-Public:** At 7:55, moved by J, second by G to come out of non-public session. Roll call vote 4-0.

Moved by S, second by G to seal the non-public minutes indefinitely. Approved 4-0 by roll call.

**Next Meetings:** 9/23 at 6:00 and 10/7 at 6:00.

**Adjournment:** Moved by G, second by J to adjourn at 8:20. Approved 4-0.

Respectfully Submitted

Jack O’Reilly