

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

**Date:** 23 Sept, 2014

Called to order by Chair M at 6:00

**Present:** Trustees Melissa Prefontaine (M); Lee Lamson (L); Steve Bush (S); Jack O'Reilly (J), Gup Knox G), Library Director Scott Campbell (SC) (left at 6:30)

**Minutes:** Moved by J, second by G to accept the public and nonpublic minutes of 9/9/14. Approved 4-0. (L abstained- was not at meeting)

**Election of Officers:** Moved by J, second by G to maintain the current slate of officers until the first meeting following the 2015 March Town Meeting. Approved 5-0. The officers are Chair-M, Vice-Chair-S, Treasurer-G, Co-Secretaries-L&J. It was noted that the LBOT highly appreciates all the work that Chair M has done.

### **Directors Report:**

- Staffing-the ongoing coverage is working. It was discussed that a substitute for SC may be needed at times so he can be away. The LBOT will look at this.
- Donated Airplane Models-SC will look into having contractor Bauen hang them in the Children's Room
- Patronage is doing very well
- Special Programs. The LBOT and SC agree that one per month would be a good average. SC has a list of many possibilities. "Mystery Writers" will be in attendance the end of October.
- Kids Program. First early school release day had 31 children in attendance. Working with the school for future visits. We may need to seek more chaperones.

**Treasurer's Report:** Balances for each account were presented by Treasurer G. Budget expenditures are on track. Report is on file in the Library.

**AV/IT:** S has reviewed the inventory and feels that all that was ordered is in and that "We are in good shape."

**Construction:** The Town Building Inspector has toured the building and given a verbal list. The contractor is working on items mentioned and waiting for a written list.

**Blinds:** Architect has only found one company willing to do the work. He is working with them to get a price estimate.

**Furniture:** Some items still need to be delivered.

**Letters of Recommendation:** One for the architect will be written by the LBOT.

**Sign:** The HDC is working on a final design for its budgeted sign and would like to meet with the LBOT for input. M will set something up.

**Rain Garden:** Its bill came in and was forwarded to the Town Hall. LBOT feels it may need a maintenance plan for the future.

**Trust Fund:** M reported on emails she has exchanged with the LBOT attorney. They are working on a letter to the NH Attorney General. A meeting may be needed with other town officials at some time. It was noted that since the time the investigation started into owed back Trust Funds transfer, the Town's Trustees of the Trust Fund have been fully remitting required monies to the LBOT.

**Next Meetings:** 10/7 at 6:00.

**Adjournment:** Moved by G, second by J to adjourn at 7:30. Approved 5-0.

Respectfully Submitted

Jack O'Reilly