

LIBRARY BOARD OF TRUSTEES – LANGDON LIBRARY, NEWINGTON, NH

AGENDA/MINUTES –Building Planning Meeting

Date: 6/11/13 Time: 6:08PM - 8:28PM

Attendees: Steve Bush, Scott Campbell, Nate Fredette, Gup Knox, Melissa Prefontaine, Theresa Tomlinson(6:08PM-8:25PM), Grace Simms(6:08PM-8:25PM), Gail Pare, Debbie Zabkar (6:08-8:08), Sandra Mitchell(6:08-7:38), Lee Lamson

Minutes/Notes Taken By: Nathan Fredette

Item	Discussion & Decision
Fundraising Consultant	<p>Sandra Mitchell attended the meeting to ask questions on current fundraising state. Steve discussed the purpose of the foundation. Sandra discussed potential strategy for this library on how to succeed in receiving donations. Discussion of friends of the library and using those resources first. Recommendation to conduct a feasibility study to understand our fundraising opportunities. The feasibility study could be looking at the property tax list and identifying who those individuals are (do they support the library? are they generous?). Scott has a list of people the consistently donate to the library. Sandra has the ability to make pamphlets to support any fundraising.</p> <p>Finance Authority benefits for big businesses and their tax/insurance deductions. Christine Conlogue and Glenn Coppelman from Community Development Finance Authority, talk to Glenn who is the Senior Portfolio manager. NH Community development investment program or community development finance authority (CDFA).</p> <p>The Langdon Library is not eligible for the USDA – Rural Development grant.</p> <p>Feasibility study would cost \$16,000 for Sandra to go through and assist for marketing those resources to ask for money from. \$980 per diem (\$98 hourly), but she offers a contract that fits the need of what the fundraising committee needs.</p>
Foundation	<p>Discussion of whether to separate the foundation agenda and meetings away from the regular meetings. Outstanding items:</p> <ul style="list-style-type: none">• Foundation setup needs to be completed.• Finance authority needs to be called.• Determine participants.• Potential recruits: Patti Borkland, Val Thompson, Chris/Christa Belmare, Julie Feches

	<ul style="list-style-type: none"> • Put a request for help in the newsletter (Newington Neighbor, Langdon Letter). • Requests for donations. • List of businesses from the town. • Determine fundraising goals. <p>Deadline for July to consolidate some of the potential recruits.</p>
Review of minutes	<p>Motion to accept minutes for 6-4-13 and 5-28-13 by Lee and further revision of 5-21-13 minutes to remove the reference to the local auto dealer.</p> <p>Seconded by Steve</p> <p>Vote unanimous</p>
Spinners	<p>Scott will coordinate pickup and storage this week. Theresa's husband is still lending us his truck. There is space in the town garage.</p>
Mailer for Movie Night	<p>Melissa contacted bug spraying company and advised if any delay on spraying that they contact her directly. Suggestion to send out mailer and obtain the printouts from Staples.</p>
Printed Supplies	<p>Theresa has input that a representative from Staples would do printouts for the Library printing materials. They are offering some discounts and can do varying amounts of printouts (ex: 100, 200, 1000).</p>
Septic Approval	<p>Approval for Septic has been approved.</p>
Planning board Letter	<p>Letter received outlining the suggestions from the Planning Board was reviewed.</p>
Suggestion Box	<p>Room dedicated to other town librarians and Woodbury Langdon reviewed. Perhaps a plaque of all previous librarians could be created. - Noted</p> <p>Adult reading books for those with disabilities – Once we review collections we will discuss this.</p> <p>Interior discussions postponed.</p>
Next meeting	<p>6/17/13 Selectmen meeting @6:30PM</p> <p>6/18/13 regular Library meeting @6:00PM</p>
Meeting Adjourn	<p>Motion to adjourn by Lee</p> <p>Seconded Steve</p> <p>vote unanimous</p>

	Meeting Adjourn @ 8:28PM
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Accepted