

**LIBRARY TRUSTEE MEETING Final Minutes**  
**January 24, 2019**

Amy Magnarelli, Beth Forgione, Beverly Mutrie, Judy Wilson, and Linda Coe were present with Laura Pouliot attending as the alternate. Laura will not be voting at this meeting. Barbara Tosiano the Library Director and Larry Smith were also attending.

Amy called the meeting to order at 2.

**MINUTES OF LAST MEETING:** Beth moves to accept minutes from Dec. 20, 2018 as amended. Amy seconds, all in favor. Beverly motions to accept the minutes from Dec 29<sup>th</sup> 2018. Judy seconds, all in favor.

**Acceptance of donations and unanticipated funds for December, 2018**

The total unanticipated funds for last month were \$761.10. Much of this was from the sale of books. Amy motions to accept \$761.10. Beverly seconds the motion, all in favor.

**TREASURER'S REPORT:** not this month

**DIRECTOR'S REPORT:** Barbara is looking for a color laser printer/copier that can print on card stock. We had 68 new patrons sign up last year. Floors in the meeting room were waxed for free by AM/PM.

**CONTINUING BUSINESS:**

**Generator, electric work and propane tanks-** A final electrical inspection needs to be done. The generator works and is to be tested every 2 weeks. Snow removal people are not required to shovel to the oil fill and the generator. The emergency exits will be shoveled out. Proulx sent a bill for the propane tanks and enough propane to test the generator. Barbara will call Dead River to come and fill the tanks.

**Update on Warrant Article-** Beth went to the Selectman's meeting last night. Jimmy Z wanted to remove the Library's Expendable Trust warrant article from the ballot. Jimmy Z and Ed Beattie (who both voted to not support the Library's Expendable Trust) said the town would find the money to cover the cost of an air conditioner compressor if one fails. They felt the warrant article for a Library Expendable Trust should be removed from the ballot because we were asking for an additional appropriation of \$8,000 (to cover the cost of one air conditioning unit) be added rather than the library moving the balance of the Library's capitol reserve fund into the Library Expendable Trust fund. There was some discussion if this could be removed from the ballot before the deliberative session; it may have to stay on the ballot until after the voters meet at the deliberative session. The trustees would like the Expendable Trust to remain on the ballot. We should be prepared to discuss this with anyone who has questions about it on Candidate's Night or at the deliberative session.

**Report from Friends Meeting-** Friends purchased a pass to the McAuliffe-Shepard Discovery Center in Concord. This will tie in with the space program theme for the Summer reading program. Judy and Beth have purchased items for the backpacks, so they are ready to go and the passes for State Parks will be arriving soon.

**Signage-** The staff has begun hanging the new signs at the ends of the bookcases. The new signs list the topics as well as the Dewey decimal numbers.

Parking lot expansion – no new information

Sugar Maple- Beth spoke to the new road agent and sent him a copy of the report from UNH about the poor health of the large Sugar Maple tree near the road. This tree will need to be removed.

Copier Replacement- Barbara is looking for a black and white laser printer/copier that can print on card stock.

**ACTION ITEMS:**

Trustee Candidates Need to Register- Beverly and Amy have both registered.

Review prior year's final budget- we did this on Dec. 29<sup>th</sup>. The auditors have Beth's final report.

Annual approval of Investment Policy- The investment policy was written as if we were hiring an investment advisor. As we have been deciding on investments ourselves, much of this does not apply. Beverly asked if we need to add another person to the investment committee. After some discussion, it was decided that it should not be another trustee. We could ask a member of the Trustees of the Trust funds to join us? Do we want to put more money into the market or buy a CD? We should consider this at the next meeting. Liz Riordan (Town Treasurer) recently invested town funds in a CD. Beth will contact her to find out what rates of return she got. Judy made motion to approve the Investment Policy as is. Beth seconded the motion, all in favor.

**NEW BUSINESS ITEMS:**

**NON-PUBLIC SESSION:** Amy made a motion to go into non-public session at 3:20 for the following reasons:

RSA 91-A:3, II (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, **unless** the employee affected (1) has a right to a public meeting, and (2) requests that the meeting be open, in which case the request shall be granted.*

RSA 91-A:3, II(b) *The hiring of any person as a public employee.*

Judy seconded the motion, all in favor. A roll-call vote to go into non-public was taken with all votes in the affirmative.

Amy made a motion to come out of non-public at 4:10, Judy seconded, a roll call vote to come out of non-public was taken, all in the affirmative.

Amy made a motion to seal the minutes of the non-public session, Judy seconded, all in favor.

Beth made a motion to adjourn, at 4:11, Beverly seconded, all in favor.

**PUBLIC COMMENT:**

**CORRESPONDENCE:**

**NEXT MEETING:** February 28, 2019 at 2:00 p.m.