

NEW DURHAM LIBRARY
BOARD OF TRUSTEES

Minutes
June 3, 2009

Submitted by Joan Martin, acting secretary in absence of Lee Lilljedahl

The meeting of the Board of Trustees of the New Durham Public Library was called to order at 6:30 p.m., at the library, by Chair Richard McCormack. Trustees present were Fred Quimby, Nancy Rhoades, Joan Martin. Lee Lilljedahl was absent. . Also present was Library Director, Max Crowe and Town Administrator, April Whittaker

New business

Presentation by Town Manager, April Whittaker)

(slight variation from Agenda to accommodate April)

April offered the trustees the services of the Town Hall accounting system. (i.e. moving the responsibilities of the Treasurer to Town Hall) She said the trustees could accept the services on a trial basis. She said it could be for accounts payable or accounts receivable or both. The Trustees could have the option of having the Town take over one or two of the accounts.

April addressed the capital improvement plan and differentiated between the technology reserves and the facility reserves. She spoke of a land acquisition opportunity and said that she is looking toward 2015 and that any build out would require bonding.

Richard pointed out that the books kept by the Library Trustees passed the annual audit with flying colors.

Non Public Session

Chair Richard McCormack made a motion to enter into non public session. The motion was seconded by Nancy Rhodes. At 6:25 the Trustees entered into non public session pursuant to RSA 91-A:3.

Present were Chairman Richard McCormack, Treasurer Fred Quimby, Joan Martin, Nancy Rhodes, Library Director Max Crowe, Town Manager, April Whittaker.

A motion to seal the non public session was made by Joan Martin and seconded by Nancy Rhodes.

April Whittaker, Town Administrator departed the meeting.

Approval of Minutes

On a motion by Richard, seconded by Joan, the minutes of the May 5th, 2009 meeting were approved.

Financial Report.

Fred reported we have \$2853 in the Trustees' fund and \$5473 in the operating budget. He also explained the role of Quicken software and also gave a brief explanation of the work of the

treasurer. Fred said the software was very user friendly and the duties of being treasurer easily mastered.

Director's report

Max provided the Trustees with the statistics for the past month. Fred Quimby requested Max provide the Trustees with some total usage figures (including library usage by other Committees, Presentations such as the recent "Mountain Lion" presentation by visiting author Rick Davidson. Max explained the genre fiction book club indicating he planned to start a Mystery Book Club in July. To be scheduled the 3rd Monday of every month. The possibility of gearing a book club to the 10 to 12 age group was discussed.

Max told the Trustees he was participating in a "Dunk the Librarian" stunt as part of an event at the elementary school.

New business

Nancy made a motion to name Richard McCormack as the back up to perform the duties of the Treasurer should Fred Quimby be unavailable.

A motion was made by Fred Quimby and seconded by Richard McCormack to purchase and install new air conditioners.

Old Business

Signs in front of library are up and paid for in full. Max mentioned the Friends of the Library want to use both sides of the sign.

Richard McCormack initiated a discussion regarding the spending of the CPI funds that were placed in the technology fund pursuant to Article: 8. whereby the Town voted to establish a Capital Reserve Fund of \$2,000 under provisions of RSA 35:1, with the library trustees as the agents to expend. No one showed up to comment publicly. The session was closed.

Richard McCormack made a motion to tap the CPI funds for technology after a discussion of alternatives. Motion was seconded by Fred Quimby. A letter will be sent to the Trustees of the Trust Funds to release the monies.

Trim Quotes

Chair Richard McCormack made a motion to enter into non public session. The motion was seconded by Nancy Rhodes. At 7:15 the Trustees entered into non public session pursuant to RSA 91-A:3. Present were Chairman Richard McCormack, Treasurer Fred Quimby, Joan Martin, Nancy Rhodes, Library Director Max Crowe. There was a brief discussion of the work to be done by Mark Fuller at the rear door. Richard McCormack stated that he had recently spoken with Mark and Mark had not had time to address the situation but assured him that he would do the work.

Richard McCormack asked if there were any other business.

Max stated that we would be away this weekend to Portland, Maine.

No further business was brought forward.

Fred Quimby made a motion to adjourn. Motion was seconded by Nancy Rhodes.

Submitted by Joan Martin

