

Baker Free Library
Board of Trustees Meeting
February 12, 2014

Minutes

1. Call to Order. Tom Ives called the meeting to order at 5:00 pm. Also present were Paris Awalt, Ann Hoey, Mark Leven, Ingrid White, and Library Director Lori Fisher.
2. Minutes. The minutes of January 13, 2014 were reviewed. Mark noted the need to delete the name of an employee. Mark moved to accept the minutes of January 13 as amended, Ingrid seconded, and the minutes were approved.
3. Treasurer's Report.
 - a) The January 2014 monthly budget report was reviewed. Lori explained the bank charges, which relate to fees for a returned check as well as a security deposit. Ann moved to accept the September 2013 monthly budget report, Ingrid seconded, and the report was accepted.
 - b) The January 2014 RSA & Special Expenditures Report was reviewed. Mark asked about the money market savings account, and Tom said that he would move the balance in the account to the Lower Level fund, an action that had been approved at a previous meeting. Ann moved to accept the January RSA & Special Expenditures Report, Ingrid seconded, and the motion passed.
 - c) Donations: Mark moved to approve the \$200 in donations, Paris seconded, and the motion passed.
4. Director's Report
 - a) January 2014 statistics: There was no discussion about the report, but Paris introduced the idea that the library might find items like computer flat screens at the State's warehouse on Clinton Street. She will give Lori more information about hours and phone contact.
 - b) Town Department Heads meeting: Lori said that the meeting on January 15 concerned the warrant articles, which will be discussed at the budget hearing tonight.
 - c) Hiring for PM Circulation position: Lori said that she hired Trevor Naughton for the position. Mark moved to approve the hiring of Trevor Naughton for the PM Circulation position, Tom seconded, and the motion passed.
 - d) Bow librarians meeting: Lori reported that she meets quarterly with the Bow school librarians and recently the meeting included Andrea Douglas, the Dunbarton Public Library director. Andrea proposed that Dunbarton Public Library and Baker Free Library share library catalogs, but Lori said that a joint catalog would not be in the best interest of Bow patrons.
 - e) Proposal from blogger for online book reviews: Lori presented a proposal for purchasing book reviews from a blogger, but she and the Trustees decided not to accept the proposal.

f) Other: Lori announced that Molly had received a scholarship from NHLA for her master's coursework expenses.

5. Old Business

- a) Elevator Status: Tom has not been successful in his attempts to contact Craig Ott.
- b) Sign Committee update: Ann reports that the committee continues to review signs and make recommendations. The committee has proposed becoming a standing committee at some point.
- c) Staff/Trustee/Joint Committee donations to LLR campaign: There is 100% participation from staff and trustees in contributing to the campaign.

6. New Business

- a) Unitil request regarding South Street trees: Lori reported that Unitil wants to cut 10 feet off the trees. She completed a refusal statement. Unitil will now send an arborist to look at the trees.
- b) Server replacement quote: Lori explained the needs for a new server and presented a quote for about \$3,000 to replace it. Tom moved to expend an amount not to exceed \$3300 for a new server, Ingrid seconded, and the motion passed.

7. Lower Level Renovation

- a) Updated estimate from H.L. Turner: Lori shared the paperwork from H.L. Turner. She will contact them about questions from the Trustees and schedule a meeting with two of the trustees and a representative from H.L. Turner to discuss the estimate.
- b) Foundation update: The next meeting is scheduled for February 18. Mark will facilitate the completion of donation calls. A system for tracking donations has been established. Lori called Arlana, but she has not heard back from her. Ingrid will submit some ideas for the public fundraising phase for next week's meeting.
- c) Parking update: NH Automobile Dealers has agreed to lease 10 spaces for \$1 per space per year. The Trustees will need to go before the Planning and Zoning Board to get a variance on the parking spots at Bovie.

8. Public Comment--none

9. The meeting was adjourned at 6:05 p.m.

Next regular Trustee meeting date is Wednesday, March 12, 2014 at 5:00 p.m. in the Meeting Room. Town meeting will immediately follow at 7:00 p.m. at the BHS Auditorium.

11. The meeting was adjourned at 6:30 p.m.

Respectfully submitted,
Ann Hoey
Secretary