

**Baker Free Library
Board of Trustees Meeting
May 13, 2009**

Approved Minutes

1. Call to Order: The meeting was called to order at 5:05. Present at the meeting were Colleen Haggerty, Tom Ives, Lisa Richards (arrived at 5:15), John King, Elizabeth Foy, and Library Director Lori Fisher.

2. Approval of Minutes: Minutes from April 8, 2009, were approved on a motion by Elizabeth, seconded by Tom, and passed 4-0.

3. Treasurer's Report

a. Monthly Budget Summary: Monthly budget report as of 4/30/09 was reported on by Tom. Expenses are on target at 79.30%. Motion by John to accept the report, seconded by Colleen, and motion passed 4-0.

b. Special Expenditures Account: A report was presented by Colleen for April 2009. Total amount available in special expenditures accounts and CDs is \$30,310.88. Motion by Tom to accept the March report, seconded by John, and motion passed 4-0.

c. Donations: Donations totaling \$470.94 were received. Motion by Tom to accept the donations, seconded by Elizabeth, and motion passed 5-0.

d. Adam Pattantus Invoice: Invoice for focus groups was received for \$959.85, and will be paid from BFL Friend's Account. Motion by John, seconded by Lisa, and motion passed 5-0.

e. Gates Grant Check: Check for \$3900 has been received and will be deposited in new line item for "restricted grant monies".

4. Director's Report

a. New Page Hired 4/16/09: Beth Titus was hired as the new library page and will work on Thursdays and Fridays.

b. Town Property and Liability Insurance: Insurance needs to be reviewed and need to add fine arts insurance for the Baker Collection. Lori will have an appraisal done which will be about \$300 by Northeast Auctions in Portsmouth.

c. 2009/2010 Heating Fuel Options: A cooperative of Bow, Concord, and Merrimack Valley schools has a buying cooperative with Clough Oil. Cost is \$2.319 per gallon for 3500 gallons.

d. Sprinkler System Repair Estimate: Estimate from REMC Fire Protection Systems in Hooksett is \$2000, which includes trip testing of the fire pump, PSI

testing, replacement of the solenoid valve, and addition of a sprinkler head. John Carter Sprinkler Company in Bow is \$1300 for all necessary repairs. Trustees approved hiring John Carter for the repairs.

e. Snow blower: A used snow blower bought last year needs to be replaced. A new snow blower will be purchased from Greenland, which will be \$899 plus a maintenance agreement.

f. DVD/CD drop box: Lori would like to purchase an outdoor box at a cost of \$2199 including shipping and handling. The box would hold up to 85 CDs/DVDs.

g. Target grant: Lori has applied for a \$1000 early childhood grant from Target which will be used for family story time. Grant is due the end of May, and notification will be sent out by September.

5. Old Business

a. Bovie parking lease: Tom will talk further with the Bovie owner.

b. Town meeting: Trustees discussed the town meeting taking place immediately after the trustees' meeting.

6. New Business: None

7. Next Meeting: Wednesday, June 10, 2009, 4:30 PM.

8. Adjournment: The meeting was adjourned at 6:23, on a motion by Lisa, seconded by Colleen, and motion passed 5-0.

Respectfully submitted,

Lisa Richards