

**Baker Free Library
Board of Trustees Meeting
September 9, 2009
FINAL Minutes**

1. Call to Order: The meeting was called to order at 4:35. Present at the meeting were Colleen Haggerty (arrived at 4:55), Tom Ives, Lisa Richards, Elizabeth Foy, and Library Director Lori Fisher.

2. Approval of Minutes: Minutes from August meeting were approved with several minor corrections on a motion by Tom, seconded by Elizabeth, and passed 3-0.

3. Treasurer's Report

a. Monthly Budget Summary: Monthly budget report as of 8/31/09 was reported on by Tom. Expenses for the month were at 12.62%. Motion by Lisa to accept the report, seconded by Elizabeth, and motion passed 3-0.

b. Special Expenditures Account: Report on August expenditures was reported by Tom. Balance is \$69,060.29 including Gates Grant Fund. Motion by Elizabeth, seconded by Lisa, to do a 6-months renewal on a CD up for renewal in September, and motion passed 3-0. Motion by Elizabeth to accept the report, seconded by Lisa, and motion passed 3-0.

c. Donations: There was one donation of \$20.

d. Target Grant Award: Lori received a \$1000 Target grant to support family story time supplies. Funds will be put in the special expenditures report.

4. Director's Report

a. Computer Upgrade Timeline: All computer equipment has been received, and will be installed within 2-3 weeks. August statistical summary shows computer usage is up 30% over 2008 and 16% over 2007. Highest computer usage month was August 2009 with 345 users.

b. Volunteer Appreciation Event on December 9: Lori would like to recognize volunteers with an open house event on December 9 from 5:30-7:00 before the trustees meeting.

c. Thermostat Replacements: All library thermostats have been replaced and are now the same model.

5. Old Business

a. 2010/2011 Library Budget: Lori has drafted the budget which needs to be given to town selectmen in October. Trustees were encouraged to review the draft 2010-2011 budget and let Lori know if there are any questions.

b. 2009-2014 Long Range Plan Draft: Will be discussed at October meeting. Comments are due back to Lori by September 30, 2009.

c. Employee Performance (non-public session): Session began at 5:25 on motion by Colleen, seconded by Tom, and passed 4-0. The session ended at 5:35.

6. New Business

a. Library Furniture Upgrade: Lori is recommending the library purchase 16 tapered display shelves for the adult section from Tucker Library Interiors at a total cost of \$1968. This was approved.

7. Next Meeting: Next meeting is October 7, 2009, at 4:30 PM.

8. Adjournment: The meeting was adjourned at 5:45, on a motion by Tom, seconded by Lisa, and motion passed 4-0.

Respectfully submitted,

Lisa Richards, Secretary