

**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 Pattantys 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