

Baker Free Library
Board of Trustees Meeting
January 13, 2016

The meeting was called to order at 5:00 pm. Attending the meeting were Chris Carey, Ann Hoey, Peirce Hunter, Tom Ives, David Withers and Library Director Lori Fisher.

Draft Minutes from December 9, 2015 were reviewed. Dave moved that we approve the draft minutes of December 9, Tom seconded, and the motion passed with Peirce abstaining.

Treasurer's Report

- a) December 2015 general account: Lori explained the high telephone expenses were due to the new phones that were installed. Chris moved to accept the December 2015 general account, Peirce seconded, and the motion passed.
- b) December 2015 RSA & Special Expenditures Reports: Dave moved to accept the December 2015 RSA & Special Expenditures Reports; Chris seconded, and the motion passed.
- c) December 2015 monetary donations: We received \$2,220 from the giving tree. Ann moved to accept \$2, 220 in donations, Peirce seconded, and the motion passed.

Director's Report

- a) December 2015 stats: We continue to see a decrease in all categories, which is in keeping with the experience of other libraries. Lori expects computer usage will increase due to the positive response to the new computers.
- b) Department Head meetings: The Budget Committee will meet with Library Trustees on either January 21 or February 4.
- c) Staff professional development: None is scheduled.
- d) Indieflix: The new streaming movie subscription began on January 1. The yearly fee is \$500.
- e) Computers: Lori's computer died in December and she is working on getting it replaced.
- f) SNHU social media consultation update: The library has been implementing suggestions, particularly with the library Facebook page and the public is responding positively.

Old Business

- a) Lower Level Renovation plan revision possibilities: Lori shared details of her meeting with Tom and Cobb Hill. For a reduced price, we would be able to partially finish the lower level.
- b) Group Tutoring Room policies draft: We are still waiting to hear back from the town attorney.
- c) Bow Heritage Commission Memorandum of Understanding: The town attorney revised one sentence on the document and the Bow Heritage Commission voted to accept this change. Tom moved to accept the revised Memorandum of Understanding, Dave seconded, and the motion passed.
- d) Director's job description: Lori will present this at the February meeting.
- e) Staff holiday luncheon: Lori will talk with staff and schedule the date.

New Business

- a) 2015 Town reports review: Lori will make necessary changes to Ann's report.
- b) Trustee vacancies. There are three open positions.

Public Comment: none

The meeting was adjourned at 6:15 pm.

The next regular meeting of the trustees is **February 10, 2016 at 5:00 pm** in the Welch Meeting Room at the Baker Free Library.

Respectfully submitted,
Ann Hoey