

Meredith Public Library Trustee Meeting

December 14, 2010

The meeting was called to order at 4:31 PM

Trustees Present: Duncan McNeish, Paul Eldridge, Maribeth McEwan, Ann Butler and Laurie Brothers, Rhetta Colon, Vickie Carty.

Others Present: Erin Apostolos, Director, Judy Hodges, Assistant Director, Tom Wallace NHTLA.

NHTLA-

Tom Wallace joined the Trustees to answer any question we might have regarding library rules and regulations. The Trustees thanked Tom for meeting with us, as we continue to stay up to date on the latest rules regarding our jobs at the Library.

Secretary's Report:

A motion was made by Laurie to accept the minutes as presented. The motion was seconded by Paul, and passed unanimously.

Treasurer's Report:

Duncan presented the Trustees with his report, explaining the balances in the various accounts.

Library Director's Report:

November Statistics and Program updates: The library has seen its overall statistics up 20% in nearly every category.

We have also had several large donations made for the purchase of books.

Erin is working on the grant to get the sign fixed. She learned about it from one of the Friends

The web design class, genealogy class and gingerbread house work shop also went well.

Jessie's Maternity Leave:

Jessie will leave on December 23 and begin her maternity leave. She is expected back April 1st. At that time she will work 30 hours in the library.

A motion was made by Rhetta and seconded by Vickie to allow Jessie to work 10 hours per week from home doing her planning and paper work. The vote was passed unanimously.

Closing for Christmas party 12/17 noon to 2:15

A motion was made by Ann and seconded by Rhetta to allow the library to close at noon on the 17th of December and reopen at 2:15 so that the staff can attend the Town Worker's Christmas Party.

The vote passed unanimously.

Friends of the Library Update:

Their Open House went well. The Friends have pledged to give the library \$1600 towards juvenile and teen programs..

A week long book sale is planned from Pond Hockey Weekend until after Ice Fishing Derby Weekend.

Abe Books has raised \$2400.00 to date.

Proposed 2011 Holiday schedule:

Next years holiday schedule was presented.

Bedbugs:

A couple of libraries in major cities in the United States have had bedbugs. There have been none in New Hampshire.

Lights:

Several lights need bulbs replaced. They are at a height where ladders and scaffolding will be needed. Paul was going to call Paul Ristaino to see if he could clear some things up.

Old Business:

Budget:

The final Budget numbers from Brenda were presented, as were the final numbers of how much the Trustees have spent to cover what the Town did not.

ILS Update:

A planned closing of the Library and training of the staff is tentatively scheduled for January 31-February 2, so that the system can be installed and the staff trained.

Alarm Company:

We went over the bids from different companies and the best with excellent references was from “1,2,3 Lock and Key”. A motion was made by Ann to accept their bid and seconded by Maribeth. The motion passed unanimously.

Heating/Air System:

Fuller Fuels sent someone over to show everyone which thermostats handle the call for heat in different areas.

Woodwork cleaning:

Dave our maintenance man, was asked how the wood work around the front door could be cleaned. He recommended having them restored, but he can also clean them for approximately \$300.00.

Staff work area redesign:

Still in progress.

New Business

Director’s Job Description and Review

An agreement was made to have a special meeting on December 16th at 5 pm to handle this matter.

A motion was made by Vickie to adjourn the meeting, it was then seconded by Rhetta and the meeting was adjourned at 6:41 pm.

Respectfully submitted

Maribeth J. McEwan

Secretary, Library Board of Trustees