

Ashland Town Library Minutes for May 30, 2013 (Draft)

Those in attendance: Lynn Davis, David Ruell, Alice Staples, Sara Weinberg. Members of the public: Mardean Badger and Robin Fisk.

The meeting was called to order at 6:37pm.

Minutes for April 30, 2013 meeting were approved with corrections. The May 6th minutes with the Scribner Trustees were approved as written.

Director's Report

- On Thursdays, around 15 children come to the library from the Park and Recreation program.
- Sara brought up the issue of parents using their children's library cards to check out library materials when the parents either had already checked out the quota allowed on their own card or books were overdue. It was decided to include wording in our overdue book policy stating that parents are responsible for overdue books checked out on children's library cards. We also decided that a parental signature is necessary for a child under the age of 18, to receive a library card.
- Our summer program begins June 22, 2013.

Treasurer's Report

As of March 21, 2013 the checking account balance was \$4078.54.

- Other Funds
 - Computer Fund: \$790.01
 - Donations: \$5676.16
 - Patron Fees: \$ 582.00
 - Copy Fees: \$414.09
- The largest payment this month was for catalog hosting and technical support at a cost of \$1529.

Old Business

Review Tom Samyn/D'Elia proposal

- After reviewing Tom Samyn's proposal, minor changes were made. Alice will contact Mr. Samyn to let him know about the revisions and also let him know we will further discuss the old school building.

Issue of Friends mailing to patrons

- Legally, the Friends cannot be given patrons' mailing addresses to send flyers or illicit sponsors. After some discussion, we decided to use bookmarks and flyers at the desk to distribute the appeal for sponsors. Using the monthly newsletter was also suggested as well as putting information on the town website.

Letter to Walter Mitchell

- We discussed and revised the types of questions we want to include in our letter to Attorney Mitchell regarding issues between the Ashland Town Library and the Scribner Trustees.

New Business

Tri-County CAP building.

- David summarized his conversation with realtor Chip Brown who represents TCCAP. David explained that the configuration of the old school building did not work well for a library and that we were not interested in another landlord/tenant relationship. Mr. Brown indicated that the TCCAP officials would like to set up a conference call with the library officials to discuss a lease to purchase agreement or an outright purchase.

Establishing an Ashland Town Library Foundation

- We discussed how to go about establishing a foundation (501-C-3) for the Ashland Town Library to begin fund raising for either a new library or an addition to the Scribner building. A foundation requires a board of directors and also allows money to be carried over from year to year.

Copier-Fax

- It has come to the attention of the Library Trustees that a warrant article is needed to have a non-lapsing account for income generating equipment (copier/fax). David made the motion to ask the selectmen to put a request on the ballot to accept RSA 202-A, 11a-b. Alice seconded. Vote was unanimous.

Fund for lost and damaged books

- David moved to establish a separate fund at the Meredith Village Savings Bank for repayment of lost or damaged books. The fund will be opened with the \$31.99 collected so far this year. Lynn seconded. The vote was unanimous.

Need to spend or encumber all money at the end of the year

- In October or November the Library Trustees will review the balance left in our budget to determine how much, if any, will need to be spent or encumbered.

Alternate Library Trustee members

- David informed us that according to RSA 202, 8-10, the Library Trustees can request up to three alternates to fill-in for elected board members when a board member is unable to make a meeting. Mardean Badger and Robin Fisk were asked if they were interested in becoming alternate members. They will consider our offer and get back to us.

Copy of insurance policy

- Under the Right to Know Law (RSA 91-A), we will make a written request for copies of the insurance policies for the Scribner building and its contents.

Budget for 2014.

- When developing our 2014 budget, we will reevaluate budget lines to determine how the money was spent in 2013.

Our next regularly scheduled meeting will be held on Monday, June 17, 2013 at 6:00 pm.

The meeting was adjourned at 8:58 pm.

Respectfully submitted,
Lynn Davis, Secretary