

## Ashland Town Library Minutes for June 17, 2013 (Draft)

Those in attendance: Lynn Davis, David Ruell, Alice Staples, Sara Weinberg.

The meeting was called to order at 6:01pm.

The May 29, 2013 minutes with the CIP Committee were approved as written. Minutes for May 30, 2013 meeting were approved with corrections. The June 7, 2013 minutes with the Scribner Trustees were approved as written.

### Director's Report

- The next summer program will feature Jeff Warner's "Music in My Pocket". This will be an outside event. If the weather does not cooperate, the program will be held in the Booster Club. Ashland Area Recreation Association (AARA) is donating the popcorn and oil and Jim Gleich is donating the use of the Park and Recreation's popcorn machine. Sara will purchase drinks.

### Non-Public

Motion to enter non-public at 6:12pm per RSA 91A:3 II (a) – [personnel] – David Ruell; seconded - Alice Staples. Roll call vote – Staples – yes; Ruell – yes; Davis – yes.

Others present – Sara Weinberg

Motion to exit non-public at 6:17pm – David Ruell; seconded - Lynn Davis; Roll call vote – Staples – yes; Ruell – yes; Davis – yes.

### Treasurer's Report

As of June 17, 2013 the checking account balance was \$2457.65.

- Other Funds
  - Computer Fund: \$790.01
  - Donations: \$5608.16
  - Patron Fees: \$ 622.05
  - Copy Fees: \$440.63
  - Lost Books: \$463.56
- Besides the usual expenses, funds were spent on technology related items. We also opened the Lost and Damaged Book Fund with \$463.56.
- We expect our next \$5400 appropriation from the town in July.

### Old Business

Floor Plan for TCCAP building

- We reviewed the floor plans sent to us by Tom Samyn. Even though the plans were an earlier draft, we were able to consider how to address controlled access, where to locate shelving for books, and the best configurations for library use. At this time we are still waiting to hear from Tri-County CAP about a price for selling the property or what they would charge to lease the building. David will contact Chip Brown to ask if Mr. Brown could convey to the TCCAP Trustees that we are interested in looking further into the possibility of using the old school building as a library.

Letter to Walter Mitchell

- We approved the final draft of Alice's letter to Attorney Mitchell. It has been signed by all three Library Trustees and is ready to be sent to Attorney Mitchell.

Establishing an Ashland Town Library Foundation

- After reviewing the procedure for establishing a foundation to raise money for either an addition to the existing library or to find another location, we decided to see if any libraries in the area have already been

through this process. Sara will ask if other libraries have ever established a foundation and if they would be willing to talk with us about the process.

#### Alternate Members or Additional Members of the Board

- Alice will call or email Mardean Badger and Robin Fisk to see if they are still interested in serving as alternates to the Ashland Town Library Trustee Board.

#### Copies of the Insurance Policies

- We are still waiting to hear from Paul about securing copies of the insurance policies on the building and for the contents.

#### **New Business**

##### CIP – Important Documents

- We reviewed court documents related to Emma Scribner's will related to the use of the Scribner Memorial Building.

##### Budget for 2014

- On July 11, 2013 we meet with the Budget Committee to discuss where the 2013 library budget stands mid-year.
- We discussed the need to purchase security cameras since we have been robbed twice in recent history. Sara will compare systems that would serve our security needs.

Our next regularly scheduled meeting will be held on Monday, July 15, 2013 at 6:00 pm.

The meeting was adjourned at 7:52 pm.

Respectfully submitted,  
Lynn Davis, Secretary