

**Ashland Town Library
Minutes of Library Trustees Meeting
January 14, 2014**

Trustees Present: Alice Staples, David Ruell, Mardean Badger (alternate)

Trustees Absent: Lynn Davis, excused

Others Present: Sara Weinberg, Library Director

The meeting was called to order at 6:05 by the Chairperson at the Ashland Town Library.

Treasurer's Report

- David Ruell presented the 2013 annual report, showing all transactions for the year. At the end of the fiscal year (1/1 – 12/31), there remains \$2,525.28 in the payroll account.
- Recent purchases were reviewed, including 2 magazine subscriptions and Downloadable Books subscription.

Old Business – Warrant Article for New Library

- The Trustees discussed the Board of Selectmen Work Session scheduled for Wednesday, January 15. The town treasurer wants the Library Trustees to take care of contacting the banks for estimated bond costs, although it is felt that this is the responsibility of the town treasurer.
- Paul Branscombe will investigate the bond costs with Northway Bank, Meredith Village Savings Bank, and the Bond Bank. Information is needed by the weekend.
- After receiving bond information, the Board of Selectmen will vote whether or not they will support the warrant article.
- Sara has a draft of a PowerPoint to use for the bond hearing and the deliberative session. She will send out a draft to the Trustees.
- Tom Samyn, as well as Brian Chalmers, have indicated they will be at the bond hearing.
- We need to verify the amount TCCAP spent on renovations of the building. The LCHIP website mentions \$1.4m, which might be just an estimate.
- Alice called LCHIP to see if the renovations we need to do could be covered by their grant process. She will follow up with them. We also need to ask LCHIP if use of the building as a library and relevant renovations are permitted.
- Lisa Mure (Holderness) has been recommended for grant writing.
- Robin Fisk suggested we investigate funding through CDFR.
- Other information to prepare:
 - Calculate maintenance budget for building – TCCAP utilities \$9500 (fuel, electricity, water, sewer); cleaning; telephone and internet (currently free with TWC).
 - Plowing, lawn care – town
 - Deed restrictions – summarize
 - Cost of elevator service/inspection
 - Material security (gates and TattleTape)
 - Rental of third floor – deed restrictions, security issues, insurance issues, non-profit and community groups. Check with other libraries re: use of community rooms and restrictions.

- Budget hearing – We will give a brief oral presentation (no PowerPoint) and invite people to the bond hearing.
- Bond hearing – We will show the PowerPoint (schedule projector and screen).

Old Business – Lead Issue

- Terry Fouts has asked if we could remediate the lead paint issue around the windows at the circulation desk.
- We first need to get results of lead tests from the employees. We are still waiting for additional information from the hospital about procedures.

Next Meeting

- Our next meeting will be at 6:00pm prior to the Bond Hearing on January 20.

The meeting was adjourned at 7:31pm.

Minutes submitted by Mardean Badger