

**Ashland Town Library  
Minutes of Library Trustees Meeting  
November 16, 2015**

**Trustees Present:** Alice Staples, David Ruell, Mardean Badger

**Others Present:** Sara Weinberg, Library Director; Michael Coughlin, CEO of TCCAP (mcoughlin@tccap.org); Rob Boschen, CFO and COO of TCCAP ([rboschen@tccap.org](mailto:rboschen@tccap.org))

The meeting was called to order at 10:00 am at the Tri-County CAP Building

**Historic School**

- We met with Michael Coughlin, CEO of Tri-County CAP and Rob Boschen, CFO and COO of Tri-County CAP.
- We explained last year's attempt to get voter approval to purchase the historic school for use as a public library. We discussed the financial status of the town, the community's verbal support for the idea, the failure of the warrant article.
- Michael Coughlin offered TCCAP's graphic design assistance to prepare posters, etc. and offered to place publicity in the fuel assistance office.
- Rob Boschen and Michael Coughlin offered to ask at next week's Board of Directors meeting if they would be willing/able to reduce the price of the building. They did indicate, however, that final approval of any price would have to come from the bank. They will let us know what the Board decides.

The meeting was recessed at 10:35 and reconvened at the Ashland Town Library at 10:45 am.

**Approval of Minutes**

- The approval of minutes was postponed.

**Director's Report**

- Christmas decorations were put up by Sherry Downing. The Scribner Trustees are paying for the Christmas lights.
- Sara shared statistics of the new Facebook page and the Library website.
- Terry and Sara viewed a webinar regarding public meeting space and intellectual freedom issues. Topics included descriptions of types of public space, how a library can regulate use of space by non-profit organizations (including religious and political groups), and sample policies.
- Lisa will be viewing a future webinar on use of the NHUPAC.
- The Friends of the Library are continuing to plan for Christmas activities.
- We discussed the need to work on questions and responses relative to a school/public library combination. This would prepare us to answer questions from the public.
- The Library will be closed on December 24 and 25, and on January 1. Sara asked if the Library could close early on New Year's Eve. **The Library Trustees agreed that the Library hours on New Year's Eve would be from 1:00 to 5:00 pm.**

**Treasurer's Report**

- We reviewed the budget and signed the financial reports.

- Recent expenses have included books, videos and a part for the copier (reimbursed from the copy fee account).
- Money (\$750) has been transferred to the Public Access Computer account.

#### **Budget Committee Meeting, November 18, 7:00 pm, School Cafeteria**

- We will present our proposed 2016 budget, including showing spending to date.
- Sara will have other statistics available for reference if needed.

#### **Warrant Articles**

- We discussed the two potential petition warrant articles that we might present – (1) addition to the capital reserve account and (2) bond issue for purchase of the historic school. No decisions were made, yet, as to whether we will do one or both articles.
- We will discuss the bond warrant article after we hear back from TCCAP re: price of the building.
- We will need to do some publicity for either article. Ideas included visiting local groups with a slide show presentation, having general voter registration information available at the library, and using a phone tree before voting.
- Sara will contact Hiltz or Latulippe regarding a rough estimate for repairing the retaining wall below the historic school.
- If the vote on a bond issue fails, we might then discuss the idea of a professional fund-raise.

#### **Other Business**

- Alice will revise the letter to the Scribner Trustees regarding the security system.

#### **Next Meeting**

- December 3 (Thursday), 6:00 pm, Ashland Town Library.

The meeting was adjourned at 11:53 am.

*Minutes submitted by Mardean Badger*