

**Ashland Town Library
Minutes of Library Trustees Meeting
December 14, 2015**

Present: Alice Staples, David Ruell, Mardean Badger; Sara Weinberg, Library Director

The meeting was called to order at 6:03 pm by Chair Alice Staples.

Approval of Minutes

- **A motion was made (Staples) and seconded (Ruell) to approve the minutes of December 3, 2015, as written. The motion passed unanimously, 3-0.**

Director's Report

- The Destiny library program will be unavailable on December 19 due to a system upgrade.
- Park & Recreation After-School Program was at the library this past Thursday. Sara provided a program and handouts. After Christmas, they will be at the Library one day a week for a 4-week program.
- As of this date, the number of vacation hours due to the employees are: 62 hours for Sara, 8 hours for Terry, 7 hours for Lisa, and 3 hours for Sophie. We should compare our carry-over policy with the Town's policy.

Non-Public Session

- **At 6:08pm, a motion was made (Badger) and seconded (Staples) to go into non-public session for the purpose of discussing a matter which, if discussed in public, likely would adversely affect the reputation of any person, NH RSA 91-A:3, II(c). The roll-call vote was Staples-Yes, Ruell-Yes, Badger-Yes.**
- A discussion ensued regarding a personnel issue with another town department. No action was taken.
- **At 6:21pm, a motion was made (Badger) and seconded (Staples) to come out of non-public session. The motion passed unanimously, 3-0.**

Treasurer's Report

- The financial report was reviewed and signed. Recent expenses (books, videos, audios, magazine, electricity, water, supplies, MVSBooks, program materials, webinar, DVD boxes) were explained.
- Less than \$1200 remains of our 2015 default budget. About \$1400 remains in the checking account and about \$2400 remains in the town account for wages and benefits, which will be sufficient for the remainder of the fiscal year. We'll start the new year with about \$1000 to \$2000.
- The payment (\$116) for matting/framing of the Bird's Eye View will be taken out of the Donations account, instead of Patron Fees.
- **A motion was made (Ruell) and seconded (Staples) to request \$4,000 from the town appropriation for the first quarter of 2016. David will write the letter to the Selectboard. The motion passed unanimously, 3-0.**

Old Business

- The Chair signed a letter to the Scribner Trustees responding to some of their questions or concerns about the video security system.
- TCCAP letter re:price
- Primex email re: security system

New Business

- We discussed the warrant article wording for adding \$25,000 to the library capital reserve account. We decided to make this article conditional – to add to the capital reserve account if the warrant article for the bond issue fails.
- We discussed the wording and the amount requested for the bond issue article.
- **A motion was made (Ruell) and seconded (Staples) to submit a petition bond warrant article for the purchase and renovation of the Historic School. The article will include \$700,000 for purchase, \$100,000 for renovation, and expenditure of \$25,000 from the capital reserve. We will seek the appropriate number of signatures to submit the petition. The motion passed unanimously, 3-0.**
- **A motion was made (Ruell) and seconded (Staples) to submit a petition warrant article for \$25,000 to be added to the capital reserve, conditional on the failure of the bond issue. We will seek the appropriate number of signatures to submit the petition. The motion passed unanimously, 3-0.**
- The wording of the warrant articles will be submitted to the Selectboard and the Town Administrator; the wording will also be reviewed by the Town attorney. The Selectboard will also schedule and post the required bond hearing. We reviewed the dates and timelines for posting and publishing bond hearing notices.
- The USDA Rural Development grant is due January 8. The average grant is around \$22,00. We will submit a grant for the cost of new shelving.
- We should collect costs of other library building projects to use for comparison – Holderness, Rumney, Bristol, and Plymouth were mentioned.

Next Meeting

- December 28, 10:00 am at the Ashland Town Library

The meeting was adjourned at 8:03 pm.

Minutes submitted by Mardean Badger