

**Ashland Town Library  
Minutes of Library Trustees Meeting  
December 13, 2016**

**Trustees Present: Alice Staples, David Ruell, Mardean Badger  
Others Present: Sara Weinberg, Library Director**

The meeting was called to order at 6:14pm by chair Alice Staples.

**Approval of Minutes**

- The motion was made (Staples) and seconded (Ruell) to approve the minutes of November 22, 2016, as corrected. The vote was approved unanimously, 3-0.

**Director's Report**

- The December newsletter was distributed.
- In spite of the heavy snow on December 12, the Library opened as usual
- DPW shoveled the front steps and used the front-end loader to clear the snow bank at the sidewalk where the Racing Mart plow had piled the snow. Tim Paquette (DPW) spoke with the Racing Mart plow contractor.
- Christmas Night in Ashland went well, with about 200 photos taken with Santa by 7:30. Books donated by Pond and Peak (regional group under the Granite State Reading Council) were distributed to the children; remaining books will be used for the 1000 Books Before Kindergarten program. A thank you letter will be sent to Santa.
- Lynn Davis of the NH Humane Society will be presenting a pre-school live animal program in February.
- Sara is considering drop-in activities during the school vacation week.

**Treasurer's Report**

- The current financial report was reviewed, with typical expenses.
- A transfer of \$500 was made from Donations (for Thomas Ladd payment).
- There are 2 pay periods left in 2016, and there may be about \$1000 left in the town account.
- There is about \$3,000 left from the 2016 town appropriation.
- A letter regarding a further increase in 2017 wages for library employees was forwarded to the Budget Committee.

**Old Business**

- Tom Ladd has cashed the \$500 check. Alice will email him to see when he might be finished with his report.
- Old School
  - We still need further information about the elevator expenses.
  - The petition for the purchase of the building has been turned in with 27 signatures.
  - A bond hearing will need to be scheduled by the Board of Selectmen. We will check with the Town Administrator regarding who is responsible for getting the bond information.

- We will investigate using the voter list for a mailer, especially to reach those whose mailing addresses are outside of Ashland.
- The brochure needs to be revised and updated.
- The town budget hearing is January 11, 6pm and the deliberative session is February 4.
- We discussed scheduling an open house tentatively for March 11 (Saturday), from 10am to 1pm, before the election (March 14).
- We considered finding a new speaker (someone other than the trustees or staff) for the deliberative session or holding a separate informational session.
- We considered possibly presenting to the School Board (Feb 7) and the Board of Selectmen (Feb 6). The binders with the Tom Ladd report and other items should be available to the BOS in advance.
- We need to verify that the Board of Selectmen will be submitting the warrant article for the library building capital reserve. If they do not submit it, we will have to submit a petitioned article before January 12.

### **New Business**

- The Friends have donated \$500 toward replacement of the outside library sign. We will deposit the check in the Donations account until the spring. Steve Ohrlich is checking with someone who might be able to do the sign.
- Alice has started working on a draft of a fund-raising letter, using a more descriptive opening about a typical library day.
- Alice is working on the annual report for the Ashland Town Report.

### **Next Meeting**

- **Library Trustees Meeting**, January 5, 6:00pm, Ashland Town Library. [Note: the meeting was later re-scheduled to January 10.]

The meeting was adjourned at 7:39pm.

*Minutes submitted by Mardean Badger*