

**Library Trustees Meeting – Minutes
February 13, 2015**

Called to order 3:33 pm

Present: Claire Martineau, Dawn Hall, Dana Cassell, Tom McCorkhill, Marty Lomasney

Bills presented and paid:

NHLA - Membership - \$15.00

FairPoint Communications (phone & Internet) - \$106.72

Amazon (books) - \$148.48

Claire Martineau - \$5.00 to reimburse online credit card order for keys to filing cabinet

Treasurer's Report:

Opening balance on January 9, 2015 = \$4,097.32

Net transfer of \$500 to Savings to replace funds withdrawn earlier to pay bills until receipt of allotment from Town.

January interest = \$0.04

Balance after February bills paid = \$3,322.16.

Check registers have been ordered and \$35.30 will come out of checking account automatically.

January minutes read and approved.

Reviewed mail received since last meeting.

Received Claire Martineau's letter of resignation, effective following this meeting. In recognition of Claire's invaluable service, Trustees and Librarians presented her with a certificate of appreciation and an Amazon gift card.

Reviewed thank-you letters sent by students who received dictionaries sponsored by the Library.

Received letter from the school with update of reading program Library sponsors.

Library circulation totals for January 2015:

Total books - 49

Reference - 0

Computer users - 26

Total Patrons - 68

Visitors - 14

New cards issued - 0

Cash receipts - \$18.20

Old Business:

Libri Grant - no response yet, but only 6 weeks in; they say 6 to 8 weeks

Weeding of collection - still in progress

Wage violations email - Dawn presented draft of Terms of Employment Agreement. Approved but signing tabled until Marty is more certain of his future as a librarian. He may need to fall back to on-call only, as he has applied for another service position. Discussed Tom's expanding his hours to cover Monday afternoons. He will discuss with Twin Mountain Trustees how he can adjust his schedule there. Will review next month.

Non-resident fees - Postponed until April 1 after Town Meetings to see if Bloomfield will pay fee to cover all residents. Individual non-resident fees will be \$10 per year; families \$20; or \$1 monthly per individual; \$2 monthly per family. Succeeding years will run April 1 through March 31.

Step-stool for children's room - reviewed several options. Dawn will compare two of them at Wal Mart next week and choose the one least likely to tip.

New Business:

Changes in duties - Dana will take over the treasurer's duties until the third trustee is onboard; Dawn will make bank visits if necessary. Tom will take over the ordering of books, as previously planned.

Legos kits - Tom has applied for our library to receive these rotating kits. We are scheduled for the Big Bag (assorted kits) during July, and Simple Machines during August. Kids will be able to come in and play with them, and they will be available during Fantastic Fridays.

Agenda items - Dawn suggests a simple email to her for placing items or issues on the next meeting's agenda.

New grants - Tom is applying for a summer program grant.

Overdue books policy - Marty has followed up on all past dues, and many have been returned. About four patrons will be sent invoices. Suggestions included using a past-due "conscience jar" rather than specific fines. Current policy draft distributed to be reviewed for discussion next month.

Supplies - Stickers are in for children's books

WWII program - Tom will explore the Traveling Trunk Show (Wolfeboro) to see if it is also presented free of charge this far north. We could possibly co-sponsor with the local and Colebrook historical societies.

Meeting adjourned 5:35 pm.

Respectfully submitted,

Dana K. Cassell