

Gilman Library Trustees Special Meeting

Lower Level Meeting Room - Monday, January 29, 2018

Present: Betty Jane M. Annette S. (via telephone), Kristine S. Nancy M. and Librarian Holly B.

CALL TO ORDER 3:35p by Nancy M., chair

This special meeting was called by Holly B, librarian, to discuss a "Right to Know Request" dated January 25, 2018 from Elizabeth Dionne, Town Administrator, on behalf of the Alton Board of Selectmen. Copy attached. The Gilman Library Board of Trustees were given 5 business days to make the requested documents available.

Discussion followed on what requested information could be assembled by the end of 5 business days.

Bob Butler, of Roman, Butler, Fullerton & Co., manager of the library's trust fund, will provide monthly and annuals reports and FedEx them to the library within the time frame.. He has managed the funds since 2014.

Holly Brown, librarian, will make available all monthly minutes of the board of trustees since she has been at the library (1996 to date).

However, complete information on the Agnes Thompson Trust dates back to the mid-1970's. Exact stipulations would require more time and research into town annual reports and local board meeting minutes. The town administrator and Board of Selectmen may also wish to delve into this public information.

Annette made a motion, seconded by Kristine, to send a reply to the letter by Thursday, February 1, 2018. It would state that the board is seeking legal counsel to ensure that everyone's best interest in the town is met. An extension of the 5 day request for the Right to Know information, pursuant to New Hampshire RSA 91-A is required. Betty Jane will contact the NH State Library for a legal referral. Holly will draft the letter of reply to Elizabeth Dionne.

Nancy made a few suggestions to better comply with all RSA requirements:

1. List all future donations in the library trustee minutes, including the donor's name, value, when made and current value. However, it should be noted many donations are dropped anonymously on the doorstep.
2. Attach money market statements to the Board of Trustee monthly minutes.
3. Include the treasurer's report in the Board of Trustees monthly minutes.

Meeting adjourned 5:15pm.

Respectfully submitted,

Betty Jane Meulenbroek

Secretary