

Gilman Library Trustees Meeting

Lower Level Meeting Room - Tuesday, July 10, 2018

Present: Kristine S. Nancy M. Annette S. and Librarian Holly B.

CALL TO ORDER - 4:10pm by Nancy M., chair

GUEST

Josh Monaco presented IT options to the board for 2019 consideration as follows:

- Recommended upgrading our internet service (additional \$50/month), as it will provide better performance
 - Kristine made a motion for Josh to handle this transaction with our ISP (payments from budget); Annette seconded. Passed.
- Recommended the purchase of a new Router, as current Router requires frequent resetting.
 - Kristine made a motion to have Josh purchase a new router for \$200 (or less) and to pay for it from the Margaret Kaiser Memorial Fund; Nancy seconded. Passed
- Recommended Switching Security from Northeast Security to American Security Alarm. Fire alarm change would require a one-time fee of \$150.00, a \$25.00 connection fee and \$42.00/month. Burglary Service would require a one-time fee of \$1,500.00, a \$25.00 connection fee and \$32.00/month.
 - Holly will research what we currently pay for these services and provide that information at the August meeting.
- Recommended adding Nextiva V-Fax to the Fax machine. One-time box fee of \$150.00 and then an annual fee of \$56.40. The TDS Telecom fee would no longer be relevant (Josh will cancel service); the annual net savings will be \$505.00
 - Annette made a motion to have Josh handle this and take the one-time fee from the Margaret Kaiser Memorial Fund; Seconded by Kristine. Passed

MINUTES

Minutes of the June 5th board meeting were review. Motion to accept made by Nancy. Seconded by Kristine. Passed.

TREASURER'S REPORT (using end of June 2018 bank balances).

Checking (General Operating Account) \$61,862.34

Building Maint. Fund (library) \$253.93

Money Market (stock) \$12,574.49

Nancy Jordan Memorial Fund \$1,257.33

Other Funds:

Money Market (held by RBF as of June 30, 2018) \$38,232.15

Margaret Kayser Memorial Fund (held by library/reflected in checking balance)\$12,409.42

Capitol Reserve Fund approx. \$25.00 (held by town)

Acceptance of all acquired funds for June 2018 (\$ 161.26) as listed below:

CJ/Donation Jar – \$33.26

Book Sale – \$27.00

Copies – \$69.10

Fax - \$22.00

Raffle - \$2.00

Computer Fund - \$0.55

Coffee Fund - \$ 3.75

Maps - \$3.50

Motion made by Kristine to accept donated funds, seconded by Nancy. Motion made by Annette, seconded by Kristine, to then accept the treasurer's report. Both motions passed.

OLD BUSINESS

Insurance - Motion made by Kristine to adjust monthly premium amount, as there was a monthly discrepancy of \$1.00, seconded by Nancy. Passed.

Strogeon's – Holly to follow up with Mike Strogeon, of Strogeon's Heating and Cooling to inquire about his conversation with Marty Cornoellisen of the Alton Historical Society. Board to make a decision (regarding moving forward with the quote) at August meeting.

NEW BUSINESS

Kristine made a motion to have Holly send a letter to the Selectmen, requesting approval to appoint Karen Patelle as the 5th Trustee until the 2019 Election. Seconded by Nancy. Passed.

Overdrive (Online Library) - Holly will check to see how many patrons currently use Overdrive and options to consider for increasing the number of “best-selling” books online; she will provide information for discussion at August meeting.

Hoopla (Online Library) – Holly will check options to consider adding Hoopla as an online resource for Library Patrons. She will provide information for discussion at August meeting.

Entered Closed Session at 5:50

A motion by Annette to adjourn the meeting, and seconded by Kristine passed at 6:07PM

MEETINGS TO NOTE

Business meeting - Tuesday, August 7, 2018 at 4pm

Respectfully submitted,

Annette Slipp, Trustee (in the absence of Betty Jane Meulenbroek)