

Gilman Library Trustees Meeting
Lower Level Meeting Room
Tuesday, August 18, 2015

Present: Ruth M, John P, Betty Jane M, Kristine S., Mark D. and Librarian Holly Brown

Call to order by Chairman Ruth M. at 4:10m

MINUTES

Two corrections to the July 21, 2015 minutes were made: p.1 Minutes "of June 17, 2015"

p.3 Strogeon's Electric, changed to Strogen's HVAC.

Motion to accept the corrected minutes of July 21, 2015 was made by Mark, seconded by Ruth. Passed unanimously.

TREASURER'S REPORT

Mark made the motion to accept the donated funds of \$351.93, seconded by Ruth, passed unanimously

Ruth then made the motion to accept the July 31, 2015 treasurer's report, seconded by John, passed unanimously.

OLD BUSINESS

Courtyard / Pink steps

John noted that the steps still are safe, though not yet repaired.

Wasps

The wasps in the attic will be exterminated this week, Thursday, Aug. 20, in the morning by Value Pest Control (Dean Derosier). There should be no disruption in the library's hours of service.

Exterior Door Key

The key to the historical society's entrance does not work. John will call a mobile locksmith, A & B in Gilford, to fix both the exterior door and install a lock on the kitchen door.

Peg Kayser Meeting Room sign

After searching local stores, John bought the letters on-line for the "Margaret E. Kayser Room" (Self-adhesive acrylic). Ruth made the motion to pay the bill of \$331.60 out of the donation funds. John seconded, passed unanimously.

Peg Kayser Brick

A brick will be purchased from Tut's Trophies in Rochester. Holly's suggestion for the 3-line wording will be: Margaret E. Kayser Dedicated Volunteer Generous Friend

The board approved it unanimously.

Peg Kayser Meeting Room Flat Screen

Holly recently met with Jim Bureau about upgrading technology in the meeting room. They discussed installing a 75" flat screen mounting for the wall. It should run about \$2,300.00, plus the mount of \$35.

A discussion of installing a Smart Board instead then ensued. Kristine will see if she could arrange to have the board visit a local school to see one in action. She will email the trustees after inquiring.

Programs / Kristine

Put on hold due to the budget discussion.

NEW BUSINESS

Ray Kelley Painting

An invoice was received from Ray Kelley for the completion of painting the library exterior for \$8930.00. Ruth made the motion that it be paid from the library's capital reserve fund. Kristine seconded, passed unanimously.

Screen on Rear Door / Bathroom Fan

John will take the screen to the hardware store for repairs and will also fix the bathroom fan.

Courtyard Garden

Dan and Dianne Monaghan have informed Holly that this is the last season they will be caring for the library's courtyard garden due to health reasons. She noted that there was also some concern that the irrigation as presently set up is not watering the plants evenly.

Budget 2016

A discussion on the 2016 budget was begun by Holly who informed the board that there is level funding. The 53rd week in 2015 for salaries will create an over-expenditure for the town. Every department must come up with the difference (\$1,768.00 in the case of the library). Also, the 0% change in COLA, means there is a need to look into possibly implementing step increases. She expressed a real concern about retaining the present experienced library staff. It was recommended that the board soon meet again to closely go over the 2016 budget. Members should read the job descriptions before attending the meeting set up for next Tuesday, August 25, at 4pm. Budget paperwork needs to be presented to the town administrator by 8/31/15. He will be meeting with all town department heads in September.

Russ did mention to Holly that there's an education fund for town employees. She may be eligible to apply for aid for her MLS (must pass the courses, pay up front and promise to continue working for 2 years). She will find out how to apply from him soon.

Next meeting will be held on Tuesday, September 15, 2016 at, 4pm

6:10pm Motion to adjourn made by Betty Jane, seconded by Mark. Passed unanimously.

Respectfully submitted,

Betty Jane Meulenbroek, Secretary

