

Gilman Library Trustees Meeting

August 21, 2012

Minutes

Called to order 2:00 PM

Attendance: John Pohas, Pam Martin, Linda Hess, Ruth Arsenault, Ruth Messier and Holly Brown.

Linda made a motion to accept the minutes from the previous meeting dated, July 17, 2012, as read. Seconded by Ruth A., motion carried.

Linda made a motion to accept and place the Treasurer's Report on file as follows. Seconded by John, motion carried.

Checking \$34,707.57

Building Maintenance Fund \$10,826.83

Money Market \$23,177.38

Nancy Jordan Memorial Fund \$1,164.05

OLD BUSINESS:

The N.H. State Library may be close to making a decision regarding establishment of a state wide open source automation system consortium designed to help libraries upgrade their automation system at the best possible price. Holly will acquire more information regarding this subject and will report at the next meeting.

The work on the front columns has been completed by Ray Kelly & Son Painting, Center Barnstead. The cost (\$1,000.00 which is less than previously expected) will be paid with funds from the Money Market Account. John will be speaking with him regarding painting projects associated with other parts of the building. More discussion will follow.

John made a motion to contract with New England Ice Solutions to install an ice melt system at the Gilman Library, \$10,000 of the cost is to be paid with the Building Maintenance Account. The remainder will be paid with Gilman Library Investment Portfolio Funds and will not exceed \$34,875.00. Seconded by Linda. The vote consisted of 3 yes, 1 no and one abstention. The motion was tabled. John will acquire more information regarding references from New England Ice Solutions and having the roof shoveled by professionals. More discussion will follow.

Brief summaries were provided by R.B.F. & Co., Alton and Compass Rose Private Investment Management, Portsmouth, regarding management of library trust funds. Ruth made a motion to accept the proposal by Mr. Butler, R.B.F. & Co., Alton because he gave us information in

“layman’s terms” and an understanding of where we stand with a step by step plan for the present & future of our endowment fund. Seconded by Pam, motion carried.

Holly will contact Dawn Wallace to inquire about the possibility of having local Scout Troops weed the garden around the Bench of Friendship. More discussion will follow.

NEW BUSINESS:

Amy Jennings has accepted a position with the University System of New Hampshire Cooperative Extension. She will no longer be employed by the Gilman Library. There will be more discussion held at the next meeting regarding starting the hiring process to fill this ten hour per week Library Aide position.

Amy Jennings will provide bookkeeping services for the library. Such services will be paid by the Town of Alton and reimbursed by the Gilman Library Trustees at the end of each calendar year. The reimbursement will be paid with Money Market Account Funds.

The Poison Ivy that exists at the edge of the back parking area cannot be sprayed by the Town of Alton Grounds and Maintenance Dept. as they are not licensed to do so at this time. The area in question is also part of a wetland area that is protected by the State of New Hampshire which limits how the area can be maintained.

John will take a look at our standing computer desks to determine whether they can be re designed to work as smaller standing computer desks or study corals. The magazine rack and large print display case will also be measured for a cork board backing. More discussion will follow.

The next regularly scheduled business meeting will be held on Tuesday, September 18, 2012 at 2: 00 PM.

Meeting adjourned 4:10 PM

Respectfully submitted,

Holly Brown

Library Director