

## Gilman Library Trustees Meeting

Lower Level Meeting Room - Tuesday, October, 18, 2016

Present: John P (via phone), Betty Jane M, Ruth M. Nancy M. Kristine S. and Librarian Holly B.

**GUEST SPEAKER - BOB BUTLER OF RBF & CO.**

Bob introduced his partner, Rudy Hasl, of RBF & Co. He then proceeded to review the performance portfolio of the library's investments. The 2016 year to date has seen an impressive 7% increase. This has consistently beat the investment index. He continues to charge the library's account a minimal \$4./year. The trustees thanked him for his excellent service.

Call to order 4:10 by Acting President Ruth Messier.

**MINUTES OF THE SEPTEMBER 20, 2016 MEETING**

Motion to accept by Nancy, 2nd by Ruth, passed unanimously

**TREASURER'S REPORT**

Motion to accept donated funds of \$288.67, made by Kristine, 2nd by Ruth, passed unanimously.

**OLD BUSINESS**

Courtyard / Stairs paint and repairs

Risers on courtyard steps have been painted bright yellow by the town. (excludes lowest step and back step). Holly will ask that it be redone. Only the metal edge stripes needed to be painted. Although the back steps cracks have been repaired, the overall

appearance is still not good. Since it serves the immediate purpose of sealing the gaps, the trustees felt it could remain as is.

Bathroom Fan - Haven't heard from Troy, the electrician. John will try again.

Shelf Unit Upstairs - John will look at next spring.

Landscaping / Water / Gardens / Hornets / Courtyard

Professional landscaping is needed for overhanging branches on the roof, bushes need trimming, grubs in the lawn, and removing the large bush in the courtyard garden. Nancy will contact Chris Johnson, a local landscaper for an estimate. Shutdown of the irrigation system occurred today. Back flow on the sprinkler system needs repair or replacing. A new fitting was made. John to get update from Keith Dube.

It was mentioned again that all of the above old business reflects a need for a library handyman available on call as needed. He must have his own insurance and workman's comp. John will write a job description to be placed in the Baysider.

Strogen's has been called in to work on a dripping boiler valve.

Patron Counter - More research is needed. Holly working on.

Interior Painter -Coming in late Nov. to continue upstairs.

## NEW BUSINESS

### Water Bill Increase

The library has received a bill of \$1,497.60 for the last quarter's water usage. This far exceeds the annual \$650. budgeted. The

trustees asked that Holly invite the water department to our November 15 meeting. Is this due to the sharing of the outside meter? More information is needed.

#### Hannaford Fund Raiser

Hannaford's Reusable Bag Program provides funds to nonprofits. They have selected the Gilman Library as the November recipient. Holly suggested using the money to replace the old restackable chairs in the community room. About 46 would be needed costing in the \$2,000. range. There would probably be a difference. It was suggested that the old chairs could be sold to the public @\$5. each.

#### New Computer Table for Main Floor

Old laminate one is peeling; Holly to check her sources.

#### Book Drop at Rear Entrance

This would be in addition to the one by the front door and would accomodate book returns in the back parking lot. Holly to check on models, as well as cd and dvd receptacles.

#### Scholarship

Holly has received a \$1,000. scholarship from the NHLA for her MLS program. She thanked the trustees for sending their letters of recommendation.

#### Critter (squirrel?) in the Attic

Holly is having the pest service look into noises above the main floor's work area.

#### Warrant Article for Capital Expense Funds - 2017

The selectmen have reduced the library's request for \$20,000 to \$5,000.

### Email Policy

The selectmen have adopted a new email policy for the town of Alton. Copies were distributed to all trustees.

### Allton Historical Society Agreement

A new agreement with the historical society was signed by the 4 trustees present. This contains the changes from last month's meeting and will be in effect until August 22, 2026.

Next business meeting, Tuesday, November 15, 2016 at 4pm.

6:05 Meeting adjourned.

Respectfully submitted,

Betty Jane Meulenbroek, Secretary