

GILMANTON CORNER PUBLIC LIBRARY
Board of Trustees Meeting
July 11, 2011

Attendees

Trustees: Phyllis Buchanan, Diana McElwee, & Tom Scribner

Librarian: Linda Hudziec

Guests: Barb Angevine, Elena Ball, Willie Buchanan, & Judy Bakos

Call to Order

The Chair, Tom Scribner, called the meeting to order at 4:00 p.m.

Review/Approval of Minutes

The minutes of the June 13 Board meeting were distributed and reviewed.

Diana McElwee moved approval of the minutes. Phyllis Buchanan seconded the motion. The motion passed unanimously.

Treasurer's Report

As of July 6, there was \$3288.34 in the checking account, and as of June 15, the balance of donations for books was \$401.04. The balance in the sidewalk fund remains the same as specified last month.

Librarian's Report

Linda Hudziec announced that the July 4th book sales netted \$203.10 and that Judy Bakos sold \$83.00 in quilt raffle tickets. An additional \$9 for raffle tickets was submitted at the time of her report, yielding a total for the quilt raffle of \$141. The funds are to be used for the purchase of books. She also wanted to express appreciation to her husband, Ernie, and their friends from Brookline for their help in setting up for the book sale.

Next, Hudziec informed the group about two young men who not only helped with the book sales but also have volunteered to do book and movie reviews which Hudziec will forward to the newspaper with their names, Ayden (13) and Alec (12) Carpenter. They have also volunteered to read stories to children on Wednesdays at 3:00 p.m. Barb Angevine will be in attendance.

She also reported that during the month she purchased six adult/young adult/juvenile books and 1 DVD (*Diary of a Wimpy Kid*) for a total of \$85.64. Anne Waterman has donated two additional books from the highly popular Wimpy Kid series: *Dog Days* and *The Last Straw*. She also received an additional \$100 book donation in June.

Next, Hudziec distributed the Library statistics for June, which are as follows:

Patrons	
Adults	110
Children	44
<i>Total</i>	154
New Members	0
Books	
Adult	73
Children	49
<i>Total</i>	122
Other Media	
Audios	11
Videos	15
Magazines	5
Museum Passes	0
Number of Days Opened	22
Number of Volunteer Hours	25/week

Old Business

On-Going Projects

The Saturday, June 25, evaluation of the building sill was conducted, a required step before anything can be done with the sidewalk or landscaping. There are rotten spots in the sill, and Scribner invited three contractors to look at the situation and received three estimates for repair from Mike Fogg of Mike Fogg Construction; J. R. Stockwell; and Phil Eisenman & Steve Winchester. The estimates ranged from \$1500 for repair to \$2500 for replacement. Scribner reported that these figures are estimates rather than solid bids because additional inspection underneath the building is necessary. Bakos indicated that Jim Kazmaier would be willing to join Scribner to inspect the building's underbelly contingent on an opportunity to bid for the job, to which Scribner assented. An extended discussion then ensued regarding repair versus replacement, the outcome of which was agreement with "doing it right." Scribner will ask the contractors for firm bids with that in mind and will confirm the availability of the required monies when he meets with the Selectmen that evening at 6:45 p.m. Of course, the project will require the removal of the shrubbery surrounding the building, to which the balance of the Trustees agreed. Israel Willard has volunteered to remove the shrubbery. Lastly, Scribner reported that he had gone to the Historical District Commission who informed him that it has no authority over municipal action but expressed a preference for renovation in keeping with the period. Scribner agreed to keep the Commission informed.

Discussion then turned to the sidewalk project and exterior landscaping. Scribner asked McElwee to read aloud the resume of Paula Gilman who has volunteered to prepare a design plan for the sidewalk project including potential plant materials. The Trustees agreed to meet with her and, hopefully, Steve S. (...ski) in the next few days to discuss the project.

As for other projects, Scribner confirmed that Wayne Ogni and he are going to do the attic events and that Kazmaier intends to deliver the bookcase ends by the last week in July. Angevine reported that she only needs four more orders to obtain the \$325 for the purchase of the first batch of commemorative ornaments. Bakos and Hudziec purchased those. Ornaments will be available for sale at Old Home Days on August 13.

The Library's *Annual Report* was due in April. Hudziec, McElwee, and Scribner met on June 14 to update that report. Subsequently, Scribner attempted unsuccessfully to file the update electronically and, instead, filed the information by telephone.

In reference to *alternates*, Bakos agreed to serve in that capacity. McElwee moved to accept her offer. Buchanan seconded the motion. The motion passed unanimously. Scribner indicated that he would take the names of the previously-approved Angevine and Bakos to that evening's meeting of the Selectmen. If the two people are appointed, the Board will have three alternates: Angevine, Bakos, and Chase.

New Business

Scribner expressed his interest in developing the categories and amounts needed for the Library's 2012 budget. Normal maintenance costs should be known and remain relatively stable, but we may need to upgrade the budgetary request in certain areas. For example, the Trustees need to think about having someone come in to service both heating units and evaluate current operations and long-term viability. McElwee responded that she needs a couple more months of bills before she can provide realistic budget estimates. Scribner responded that the key is to come up with a number that the Trustees are happy with. His goal is to come in with a realistic and legitimate number that does not require any supplemental action during the town meeting. Further, Scribner thought that there should be a couple of hundred dollars in a contingencies category built into the budget. McElwee responded that there are already 10 categories and that it might be preferable to augment selected categories based on certain contingencies, to which Buchanan and Scribner assented.

Another topic of discussion was public awareness of Library operations, specifically the presence the Library has through the town's web site. There was a general feeling that it's imperative to keep that presence simple. However, given the number of Board projects currently being pursued, McElwee suggested that the Trustees think about the issue but table any action for six months. The other Trustees agreed.

Closing

During her report Hudziec had asked the Board if its meetings could be changed to Monday mornings. Doing so would not require the changing of work schedules to allow Bakos and her to attend. The Trustees agreed to do so. There being no further business to transact, Scribner moved to adjourn the meeting. McElwee seconded his motion. The motion passed unanimously. The meeting adjourned at 5:22 p.m. The next meeting of the Trustees is scheduled for 10 a.m., Monday, August 8.

Respectfully submitted,

Robert L. McElwee

Robert L. McElwee
Volunteer Scribe