

Maxfield Public Library
Trustees Meeting
June 16, 2008

Public Hearing Minutes

5:05 pm

In attendance: Trustees Sandy Blanchard, Greg Silva and Sue Kowalski, Library Director Nancy Hendy and residents Russell Cochran and Dustin Bowles.

Public Notice for the meeting appeared in the *Concord Monitor* on June 4 and 5, 2008. Sandy Blanchard announced the gifts of \$50,000 from Gary Bahre and \$50,000 from Bob and Sandy Bahre. She expressed the library's appreciation. She reported that the library is researching the cost of completing the Children's Room and considering starting an endowment fund for long term funding of children's programs. Sandy Blanchard moved to accept the gifts. Greg Silva seconded. The Trustees unanimously voted to accept the gifts.

5:09 pm the Public Hearing ended.

Minutes

5:09 pm

In attendance: Trustees Sandy Blanchard, Greg Silva and Sue Kowalski, Library Director Nancy Hendy and guest Dustin Bowles.

The minutes from the May meeting were read and approved.

Financial Report:

Nancy reported an \$1175 bill to replace the fire alarm system signal box that failed the prior week. Nancy reported on the pre-buy for oil. Irving did not have a price yet but Nancy estimated \$10,000 for a season. The Trustees authorized her to purchase the oil before the end of the fiscal year.

Director's Report:

- Story time attendance for this past season, September through June, totaled more than 1100 children!
- Cheryl Ingerson attended last week's PTA meeting to talk about the Summer Reading Program. The group will be donating \$100 to the program.
- The next book sale will be held July 19.
- A volunteer has completed building three cabinets for CD and DVD storage.
- The vital statistics database project is coming along well. It now includes from the late 1880's through the 1940's.
- We are subscribing to an e-newsletter service as a cost-effective and timely way to inform library users about new materials, programs, and services.
- Due to the 30% budget cut, reduced hours will begin the week of June 30.

New Business:

Carpenter ants have been discovered in the old section of the library. Based on the amount of sawdust it looks like something that needs to be dealt with quickly. Nancy will contact the Local Government Center for suggestions.

While in the basement looking at the ant evidence, the **humidity** was remarked on. Greg felt the humidity was detrimental to the furnace. Sandy will contact the architect Tom Wallace or Milestone to see if there is a way to incorporate a dehumidifier into the current system.

Summer Reading Program- There was discussion of soliciting donations for purchasing the prizes for the program. Total cost for the program is about \$900. Nancy will contact the Lion's Club. She will pursue posters from Dunkin Donuts. Sue suggested Fish and Game for items. Sandy suggested Imagination Village and Staples. Volunteers are needed to help with awards night on August 21 from 5 to 7:30 pm.

Sue suggested providing an activity for children at **Old Home Day**. She will pursue ideas with Cheryl Ingerson.

Old Business

A committee was formed to explore furniture options for the Children's Room. The committee will include Sandy, Nancy, Cheryl Ingerson, and a member (or members) of the community. Sandy suggested a survey be available in the Children's Room to invite parents' input.

Nancy reported that that the Federal Tax ID number has been obtained and the others are in the works.

Fact or Fiction article in the Ledger: The Trustees decided to address the reasons why the Library took over paying its own bills.

Air-intake platform: It was decided to keep it on the agenda but to take no action at this time.

Nancy reported that the local 4H chapter was currently repairing the outside bulletin board door. Greg recommended they look into Lexan rather than glass or Plexiglas as it is more durable and less likely to scratch.

A letter was sent to the Recreation Committee to thank them for taking over the cost of the passes. Letters were sent to the three college girls who will not be hired back for the summer. Sue will give Nancy copies for their personnel files. Sandy will write a letter to Jean Nelson.

The Trustees agreed to address updating the By-Laws at the July meeting.

Meeting times were discussed. Greg suggested meeting earlier in the month in order to make the *Loudon Ledger* deadline. It was decided to meet the first Tuesday of the month beginning August 5.

7:08 pm the meeting was adjourned.

The next meeting will take place July 15, 2008, 5:00 pm.

Sandra Blanchard

Gregory Silva

Susan Kowalski

