

Cobleigh Public Library Trustees' Minutes

September 25, 2017 4:30 p.m.

Attending: Lindsay Carpenter, Jeanne Laughton, Don Welch, Jan Wade, David Martin, Cindy Karasinski

Minutes from 6/26/17 – Motion to approve – David-1st Don-2nd - Approved

Treasurer's Report – Don noted that the report shows a transfer of \$20,000 but should show \$29,000. He will check with the Town regarding the remaining \$9,000 that was paid for the asbestos project. Motion to approve – Jan-1st David-2nd – Approved

Librarian's Report

Cindy noted that the Library has been very fortunate with the new hires that have joined the Library staff. Lorenzo Whitcomb Paulson has been doing a great job in the custodian position and Colleen LaRivieve is an excellent addition to the Bookmobile.

Cindy reported that this year's coin drop was the best ever - \$1,400 was raised for the Bookmobile!!

Joanne Heidkamp donated a quilt to the Library which is now displayed in the Children's Room in the new nursing area that was set up last year.

The Book Sale is next weekend (10/6-7). Any help that can be offered either during set up or pick up will be greatly appreciated.

Old Business

By-Laws Amendment – Selection of Trustees – Don is continuing to work on this project.

Committee Assignments – The following Board members are now part of the following committees:

Budget – Don, Lindsay

Building – David, Don, Jan

Evaluation – It was decided that all Board members will be on this Committee

Fundraising – David, Lindsay, Jan

Policy & Procedure – This will need to be completed at the next meeting

Technology – As the Library is current with technological offerings at this time, it was determined it is not necessary to appoint to this committee until needed

Lindsay proposed that committee descriptions be drafted by each Committee once the members have greater experience within the groups.

New Business

Policy & Procedure Manual – Don has notes that Pat Webster began during her Board tenure and he will proceed using that information.

Updated Phone List – David asked that the current phone list be updated given an experience he had when the alarm company called and he did not have current information for everyone. Cindy and Lindsay will start work on that from a list they completed last year.

Donation/Charity Options – A local resident, Barton Hauser, recently discovered that he is able to donate a percentage of his unused solar energy to a non-profit. He has chosen the Library as the recipient! He asked the Library to publicize this information so others who have solar can be made aware of their option to donate.

Cindy has noticed a number of library websites that have a “donate” button on their websites. The Board determined that the Fundraising Committee will look into this further.

Safety Policy –Cindy was asked to join a Safety Policy meeting that was held for all the area schools. She now has a website that she can review. She noted that she will be revisiting the Library’s current policy with Chief Harris to ensure it is current and/or make any changes that may be necessary.

Next meeting will be October 30, 2017.

Meeting adjourned at 5:35.

Respectfully submitted by Jan Wade