

NEWMARKET PUBLIC LIBRARY

TRUSTEES MEETING

AUGUST 26 @ 4:00 PM

AGENDA

1. Friends Report
2. Approval of July minutes
3. Treasurer's Report
4. Director's Report
5. New Business
6. Old Business
7. Next Meeting – September 23, 2019
8. Adjournment

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Newmarket Public Library Trustees

Meeting Minutes

Approved

August 26, 2019 meeting

Present: Trustees Joan DeYoreo, Mary Mahoney, Amy Nicholson, Sarah Stinson, Lisa Zhe, Library Director Carrie Gadbois and Friend Liaison Sandy Bonin.

1. Friends Report - The Friends ended the month with \$2,985.93, an increase of \$443 from the previous month. They have a new bookseller. The quarterly book sale went well. The sale of bricks is continuing to go well, three more bricks were received back and another two are in process.

2. Minutes - *Trustee DeYoreo made a motion to approve the July minutes, seconded by Trustee Nicholson, unanimously approved.*

3. Treasurer's Report -

Trustee Nicholson made a motion to approve an expenditure of \$271.18 for Seacoast Business Machines for copies, seconded by Trustee Stinson, unanimously approved.

Trustee Zhe made a motion to approve the treasurer's report, seconded by Trustee Nicholson, unanimously approved.

4. Director's Report - The street behind the library is now one way, which resulted in five or six more parking spaces. Carrie asked Rick Malasky (DPW director) for additional signage indicating it is now one way. She plans to discuss concerns aired by patrons with him.

Budget - Greg Marles will again assist us with CIP. The roof repairs are estimated to be \$15,200, while the plaster repair is \$63,500. The pedestrian enhancements quote was \$53,000 for a vestibule inside the library. Will ask Greg for another quote with half inside, half out and a shed roof.

Trustee Nicholson made a motion to expend \$15,200 from CIP to do roof repairs, seconded by Trustee DeYoreo, unanimously approved.

Projects in order of importance, are roof repairs, windowsill painting (not to come out of CIP, but Carrie will ask Doug to touch up), door and landscaping and finally plaster and interior painting.

We will be getting a new ILL system. People will be able to make requests from home. There is a startup fee of \$1,500 and later an annual fee of \$300.

Trustee DeYoreo made a motion to expend \$1,500 for the new ILL system, SIP2, from PDIP Technology, seconded by Trustee Nicholson, unanimously approved.

Meeting adjourned at 5:30 p.m.

The next meeting will be September 16 at 4 p.m.