

NEWMARKET PUBLIC LIBRARY

TRUSTEES MEETING

August 27, 2018 @ 4PM

1. Friends Report
2. Approval of July minutes
3. Treasurer's Report
4. Director's Report

FY2019 and FY2020 Budget discussion
Pedestrian Enhancements update

5. New Business
6. Old Business
7. Next Meeting - September 24, 2018
8. Adjournment

Newmarket Public Library Trustees

Meeting Minutes

Approved

August 27, 2018 meeting

Present: Trustees Rod Crepeau, Joan DeYoreo, Amy Nicholson, Lisa Zhe, Library Director Carrie Gadbois and Friend liaison Sandy Bonin.

Not present - Trustee Mary Mahoney

1. Minutes

Trustee Crepeau moved to accept minutes, Trustee Nicholson seconded. Trustees unanimously approved minutes.

2. Friends Report

The Friends met on August 9. They've decided to not host the chocolate fest this year. Last year attendance was down and they are hopeful taking a year off will increase interest. The book sales are going well. They also discussed other fundraising opportunities and decided to sell Christmas wreaths. They also hope to continue quarterly books sales and hope to have one in September in conjunction with the plant sale.

5. Treasurer's Report

Trustee Nicholson moved to approve an expenditure of \$134.27 for black and white and color print overages to SBM copier. Trustee Zhe seconded the motion and it was approved unanimously.

Trustee Nicholson moved to accept the treasurer's report, seconded by Trustee Zhe, and approved unanimously.

6. Director's Report

Carrie updated the summer reading numbers. There were actually additional children that finished, so a total of 121 signed up for logs, 28 received certificates and a total of 734 books were read.

Elizabeth Dudley started work on the landscaping plan and the hope is to have something for trustees next month.

CIP should include pedestrian improvements, interior painting and possible roof repairs (flashing). The chimney has started leaking and that area needs to be addressed. It's been repaired for now. The old section of the roof is about 25 years old. The presentation to CIP is September 17. Last year Greg (Marles, town facilities director) made the presentation on behalf of the library. Carrie will give him the info to present.

Regarding the budget for 2020, which needs to be submitted by September 19 to the town:

- a. Trustee Crepeau made a motion to approve an up to 3 percent raise for all staff contingent upon the town giving the same raise. Trustee Nicholson seconded, approved unanimously.*
- b. Trustee Crepeau made a motion to approve the library being open for two extra hours (12-2) on Mondays and Wednesdays. Trustee Nicholson seconded, approved unanimously.*
- c. Trustee Nicholson made a motion to move \$3,776 from heat, electronic information and programs line items to part time salaries. Trustee Zhe seconded, approved unanimously.*
- d. Trustee DeYoreo made a motion to accept the proposed 2020 budget including an up to 2.18 percent increase. Trustee Nicholson seconded, approved unanimously.*

Meeting adjourned at 5:20 p.m.

Our next meeting will be Monday, September 24 at 4 p.m.