

**Newmarket Library Trustees Meeting**

**Agenda**

**Feb. 10, 2016**

**I. Ongoing Business**

- a) Approval of Minutes from Jan. 2016
- b) Friend's Report – Sandy
- c) Treasurer's Report – Rod
- d) Director's Report – Carrie

**II. New Business/Other**

- a. No items submitted

Next Scheduled Meeting March 9, 2016

Newmarket Public Library Trustees

Meeting Minutes

February 10, 2016 meeting

Present: Rod Crepeau, Joan DeYoreo, Mary Mahoney, Lisa Zhe, Library Director Carrie Gadbois; Friend liaison Sandy Bonin. Not present – Sandy Allen.

1. Minutes from January meeting accepted as amended.
2. Friends' report delivered by Sandy Bonin:
  - a. The book sale scheduled for February was cancelled due to the weather. They are planning to do a longer book sale in March.
  - b. The Friends will contribute \$100 towards the TJ Wheeler event.
  - c. A group of volunteers will come in early on the 19<sup>th</sup> to setup for the ChocolateFest. They've also changed the procedure after the event. In the past, only the winners were thanked, but this year they've decided to thank all of the participants. First, second and third place will have a monetary prize. They also received a chocolate donation from Lindt.

Treasurer's report – not available this month as there were no bank statements received in time.

3. Director's report – delivered by Carrie Gadbois

- a. The fire alarm panel was broken and needed to be replaced. This included the strobe light above the desk and outside the building, for \$1,525.00.

*Trustees voted unanimously to approve a \$1,525.00 expenditure for the fire alarm control panel to come out of unassigned funds.*

- b. Ryan Dowling started the HVAC work on the furnace. The last segment of the work will take about a week, so he will do that in the spring so the library doesn't have to close due to no heat.

*Trustees voted unanimously to approve a \$4,982.00 expenditure for thermostats for Dowling to come out of unassigned funds.*

- c. *The repointing was finished six weeks ago.*
- d. *Volunteer Ralph Danko donated time to move the audio books to the reference room and constructed new shelves.*

*Trustees voted unanimously to approve up to \$150 for Danko for materials to redo the shelves.*

*Meeting adjourned. .*

*Next meeting – March 16, 2016.*