

**Newmarket Library Trustees  
Agenda  
January 14, 2015  
12:00**

**I.** Approval of Minutes from December 2015 Meeting

**II.** Ongoing Business

a.) Friends' Report – Sandy Bonin

b) Treasurer's Report – Rod

c) Director's Report – Carrie

- Annual Report

**III.** New Business

None submitted

Next meeting scheduled February 11, 2015 at 12:00

Newmarket Public Library Trustees

Meeting Minutes

January 14, 2015 meeting

Present: Sandy Allen, Rod Crepeau, Joan DeYoreo, Mary Mahoney, Library Director Carrie Gadbois; Friend liaison Sandy Bonin.

1. Minutes from December meeting accepted as amended.
  
2. Friends report –
  - a. Sandy informed us that the Friends were delighted to hear that circulation was up 9.8% over the past year. They credit Carrie and the rest of the staff for that.
  - b. The Friends will start a membership drive, are hoping to get some new members.
  - c. The Friends will also try to set up business memberships to garner support from local businesses.
  - d. Barbara Lerch is looking into additional programs, specifically John Perrault on April 26<sup>th</sup> (singer) and Becky Rule, possibly on Oct. 3.
  - e. Book sales continue to be fairly steady, with a book dealer coming in on regular basis to purchase books.
  - f. The Friends will store its checkbook in Carrie's locked office from now on.
  
3. Director's report –
  - a. Carrie presented estimates to replace the front sign with the hours of operation. Estimate provided by Sundance signs.

- i. PVC black with gold letters, no smalts (bumpy texture) - \$225
- ii. Wooden sign, black with gold letters with no smalts - \$295.
- iii. Wooden sign, black with gold letters and smalts...

After brief discussion, *trustees voted unanimously to approve \$295 for the painted wooden sign, gold lettering, no smalts with Sundance signs.*

4. Treasurer's report – delivered by Rod Crepeau:

- a. Carrie received an email from Kathy Castle saying we need to include all monies in the annual report. Carrie & Rod checked with other sources, including town attorney John Rattigan. The result is yes, we do need to include all monies in the report. We can indicate with an asterisk that the funds are earmarked for future renovations. There will be two pages in the town report – one for money (bank accounts, income and expenditures) and one for the director's report.
  - i. *Trustees voted unanimously to approve an expenditure of \$46.20 for the safe deposit rental.*
  - ii. *Trustees voted unanimously to renew the People's Bank CD.*
  - iii. *Trustees voted unanimously to approve an expenditure of \$44.85 for fax cards.*

5. New business

- a. Carrie said she wants to look into a sensor for the front door. A beam will keep a count of the number of patrons who enter the library for more accurate recordkeeping purposes. She said most libraries do have them.
- b. The doorbell in the back was stolen, Carrie wants to research a hard-wired doorbell.
- c. Carrie received a request from the Granny D Walking Movement to show a play at the library. After a brief discussion, Carrie said she will investigate further if other libraries have hosted the program.

*Meeting adjourned at 1:15 p.m.*