

Newmarket Public Library Trustees

Meeting Minutes

Approved

January 6, 2020 meeting

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

Special presenter: Greg Marles, Newmarket Facilities Director

1. Friends report - At the December book sale, the Friends made \$150 in sales, \$15 in donations. They also raffled off the tree for \$87 and got an additional \$56 in donations. Total profit for the month was \$328. Balance of \$4,058.83 as of January 5th. The brick company had no record of one brick ordered last year, Sandy found the email; they are going to engrave it. Membership renewals are in March and April.

2. Facilities - Greg Marles will only be a consultant going forward. He was offered a position he could not refuse in Maine. He will continue working on the school project until it's completed. When asked about the \$60k bid for the plastering, Marles explained that it very few people do it and it's extremely expensive. After a brief discussion, Marles agreed to approach the Jim Goodale to see if he could do a hybrid bid - top of the line for the main room, but a skim coat on the side rooms. It's a lot less money. Marles explained that this is an 1884 building, so restoration is more expensive, but would last much longer than a skim coat, which would be 15-20 years.

Door - priced out several options, will go with the open outside, small vestibule inside. Will get an RFP put together and go out for bids. The most expensive part of the project will be chopping up the existing brick wall. This will be the biggest impact, taking about a week. After it's framed, there will not be as much of an impact for staff/patrons.

3. Minutes -

Trustee DeYoreo made a motion to approve the minutes as amended, seconded by Trustee Nicholson, unanimously approved.

4. Treasurer's Report -

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

4. Director's Report -

Trustee DeYoreo made a motion to approve three donations -- \$250 in from Barbara Heckler, \$200 from Marsha Comer and a \$1,000 from the H.A. Grant Charitable Trust -- seconded by Trustee Stinson, unanimously approved.

Trustee Nicholson made a motion to approve the amended meeting room policy to include "Any publicity must include the statement "This is not a library sponsored event," seconded by Trustee Stinson, unanimously approved.

Carrie presented the board with an overview of stats for book groups, storytimes and special events. In July, 228 people attended; 79 in August and 127 in September. The library has three of its own book groups and supports five others.

All staff were given pay raises as approved by the board. Carrie will be on vacation January 20th through 24th.

Trustee Mahoney also said that following her excellent review, Carrie was given a six percent raise - three percent for last year and three percent for this year, as she did not get a raise last year.

Mission statement - will present Trustee Stinson's findings to the staff to get their input.

Meeting adjourned at 5:30 p.m.

Next meeting will be Monday, January 27th at 4 p.m