

**Newmarket Library Trustees
Agenda
July 8, 2015**

I. Ongoing Business

a.) Approval of Minutes from June 2015 Meeting

b) Treasurer's Report – Rod

c) Director's Report – Carrie

- Investment Policy (Rod and Carrie)
- Building Maintenance Plan
- Discussion about need to allocate funds for the above

II. New Business/Other

- Survey – Lisa
- Other?

Next Scheduled Meeting **August 12, 2015**

Newmarket Public Library Trustees

Meeting Minutes

July 8, 2015 meeting

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

As Lisa was delayed, Mary took minutes for the first portion of the meeting.

1. Minutes from June meeting accepted as amended.
2. Treasurer's report delivered by Rod Crepeau
 - a. Rod attended a workshop on investing. There are two different types for NH libraries – prudent man or investor. Terry Knowles suggested we have a policy in place in case of questions. Trustees decided to table action until the next meeting.
3. Director's report – delivered by Carrie Gadbois
 - a. Carrie said she would like to update the building maintenance plan annually for planning purposes. She also said she will keep a separate list of work that's already been completed. She will have a spreadsheet for each. Some ideas for the future for the exterior include plantings and stairs to the upper parking lot.
 - b. Carrie requested approval of two expenditures –
 - i. Flowers for Maureen (loss of her husband) - \$58.99

- ii. Puppet show – to accompany a storytime in the children’s room. There was a background check required for \$25 for the state of NH criminal records check.

Trustees unanimously approved both expenditures.

4. New business
 - a. Lisa Zhe asked if we should redo the patron survey. She said she’d see if the Newmarket Elementary School PTA would send it out for us. Carrie said she would also email it to patrons with email addresses on file. They plan to revamp the survey questions at their September meeting, as Lisa will be out of town for the August meeting.
 - b. Carrie said she’s going to look into replacing Ancestry.com with My Heritage, which is more user-friendly.

Meeting adjourned. .

Next meeting – August 12, 2015