

**Newmarket Library Trustees
Agenda
June 10, 2015
12:00**

*Not final
to be amended
per mtg 7/8/15*

- I.** Approval of Minutes from May 2015 Meeting

- II.** Ongoing Business
 - a.) Friends' Report – Sandy Bonin

 - b) Treasurer's Report – Rod

 - c) Director's Report – Carrie
 - End of Year Update on the Budget
 - Update on Eversource/retrofit project
 - Update on book collections rearrangement

- III.** New Business/Other

Next Scheduled Meeting July 8, 2015

Newmarket Public Library Trustees

Meeting Minutes

June 10, 2015 meeting

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

1. Minutes from May meeting accepted as amended.
2. Friends report –
 - a. Sandy informed us that the Friends had their annual meeting. They had a brief tour of the library to see the changes being done.
 - b. Carrie requested a chair for the new young adult section, which they approved, as well as a rug for the children's room. They agreed to purchase an \$800 chair as well as a \$439.99 alphabet rug.
 - c. They planned to have a book sale in June and needed permission to put the sign up on the lawn from 8-4 the day of the sale. The next all-day book sale will be in November. They've also started listing the book sales on booksalefinder.com.
 - d. In their budgeting process, they paid for \$3,012 in materials and programs for the library last year.
 - e. Members also renewed their memberships at the annual meeting.
3. Treasurer's report – delivered by Rod Crepeau
 - a. Rod suggested consolidating the CDs to try to get a better deal. ~~Carrie suggested perhaps it could be earmarked for building maintenance.~~ *Trustees voted to roll over the Piscataqua Savings CD at this point.*

4. Director's report – delivered by Carrie Gadbois
 - a. Carrie provided an update of the end-of-year budget. Fiscal year for the library ends June 30. She explained that if we go over the budget, we'll dip into unassigned funds. After a brief discussion, *trustees voted unanimously to expend up to \$8,000 from unassigned funds to cover any expenditures that go over 100% of the current budget.*
 - b. Update on lighting – the rep from Eversource stopped by. A supplier from Salem as well as electrician Eric Bernier, who did the wiring on the roof, also stopped by. The supplier said we would need custom parts because of the shapes of the sockets. Each light bulb would be guaranteed for five years, but the issue is that the bulbs would cost \$350 each, so nearly \$18k in light bulb costs. Carrie will further research after she receives the quote from Eric.

5. New business

- a. Lisa Zhe brought up the idea of conducting a new survey for patrons. One was done four years ago. She said the idea occurred to her following a suggestion at the trustees' conference about staying in touch with the community. She agreed to bring in the results of the last survey to our next meeting.
- b. Sandy confirmed all trustees were OK with current assignments – Sandy as chair, Mary as vice chair, Rod as treasurer and Lisa as secretary with Joan filling in on occasion. All agreed.

Meeting adjourned. .

Next meeting – July 8, 2015