

Newmarket Public Library

Trustees Meeting

March 25, 2019

1. Friends Report – Sandy
2. Approval of Minutes – Feb 25, 2019
3. Treasurer’s Report – Rod
4. Director’s Report  
Budget/ staffing benefits  
Side entrance/ new handicap entrance update
5. Old Business  
  
Trustees organization  
  
Trust funds
6. New Business
7. Adjournment

Newmarket Public Library Trustees

Meeting Minutes

*Approved*

March 25, 2019 meeting

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

**1. Friends Report - Sandy Bonin**

There were a couple of membership renewals. They will be looking into tote bags. They want to raffle off a tote bag full of books at the next book sale, and they are considering an art show as a fundraiser with local artists.

**2. Minutes -** *Trustee DeYoreo made a motion to approve the minutes, seconded by Trustee Nicholson, unanimously approved.*

**3. Treasurer's Report -**

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

**4. Director's Report -** Architect Lucy Gorham did a quick sketch for us of the possible new side handicapped accessible entrance. It has to be between the two windows on the side, but the problem is there is only 7 feet between them. She is working on a solution. Once the bookcases are moved, will have a full sight line to the door from the desk. Waiting to hear from her with the revisions.

Operating budget is 64% spent going into the last quarter. Would like to get Lauren up to 36 hours/week so she can get insurance and retirement benefits. Lauren was at 22 hours, she will go up to 36 and there will be a new person hired for 12 hours a week. Need that person for coverage.

*Trustee DeYoreo made a motion to increase Lauren to 36 hours, including health and retirement benefits, moving \$4,000 from building maintenance to salaries to cover this; seconded by Trustee Crepeau, unanimously approved.*

The annual trustee conference is coming up in May. Anyone interested in attending needs to let Rod know by the end of April so he can cut a check.

*Trustee Nicholson made a motion to keep the board positions as is (Mahoney as president, DeYoreo as vice president, Zhe as secretary and Crepeau as treasurer); seconded by Trustee Zhe; unanimously approved.*

Meeting adjourned at 5 p.m

The next meeting will be April 22nd at 4 p.m.