

Newmarket Public Library Trustees
Meeting Agenda
May 13, 2014

- I. Approval of Minutes from April Meeting
- II. Ongoing Business
 - a.) Friends' Report – Lisa A.
 - b.) Treasurer's Report – Rod via Carrie
 - c.) Director's Report - Carrie
 - Money moved from part-time salaries to building maintenance
 - Personnel manual and policies from last meeting
 - Library participation in Heritage Festival
 - Quotes for exterior painting and plexiglass
 - Miscellaneous issues
- III. New Business/Other
 - a.) Joan – Recap of information relevant to us from *Right to Know* Meeting
 - b.) Sandy – Results of Director's six month review – non public
 - c.) Other

Newmarket Public Library Trustees

Meeting Minutes

May 13, 2014 meeting

Present: Sandy Allen, Joan DeYoreo, Mary Mahoney, Lisa Zhe, Trustees;
Library director Carrie Gadbois, Friend liaison – Lisa Arbogast. Not present
- trustee Rod Crepeau

1. Friends report – presented by Lisa A., - They have a \$2,960.59 balance in their account. Chocolate fest took in \$222, and they made several book sale deposits. Lisa A. had planned to attend a regional Friends meeting in Hooksett but was unable to at the last minute, she will try to make their next meeting. The Friends will have a big spring book sale and have a table at Heritage Fest outside from 9 – 4. There was no need for liability insurance as previously thought. They also will participate in Olde Home Day on August 9 with a setup printing press at their booth. As for chocolate Fest, two of the three winners donated their monetary winnings back to the library. The Friends will also take over the Bricks program. Carrie mentioned she has seven bricks ready to be engraved. The Friends also voted to provide frames for the Dr. Seuss posters in the children's room. Joan said she would look into posters advertising the book sale.
2. Treasurer's report accepted in Rod's absence.
3. Director's report –
 - a. Moved \$11,200 out of salaries line item in budget to building maintenance.
 - b. The library was invited to participate in the Heritage Festival as well. We'll have a table set up with brochures and items for sale, including the History of Newmarket books. Roberta offered to help with the table and others will volunteer as well.
 - c. Carrie also said she'd like to set up a summer concert series at the bandstand. She'll look into the logistics of this.
 - d. *Replace* ~~Painting of the arches around the Plexiglas~~ - received estimate of \$4,770 from Caprioli painting. *Portland Glass*

Trustees voted unanimously to accept this bid and move forward with the project.

- e. As for exterior painting, received two bids from Caprioli and Jablonski. Carrie will go back to them to ask them to match up services provided so we can compare the bids.
- f. The new server is on order.
- g. Summer reading program – Lisa and I met with Emily Stern, the new librarian at Newmarket Elementary School. We hope to collaborate on the summer reading program. We want to get multiple copies of some books that are on summer reading lists.
- h. We've purchased some new databases, as well as TERC (Technical Education Resource Centers) which will help high school students prepare for the SAT. They've also purchased a subscription to Ancestry.com.
- i. On Saturday, Lisa offered a Mother's Day craft, which 25 families attended.

New Business

1. Joan presented the results of the Right to Know meeting she attended. She said it's important we not have "email meetings" - sending out group emails and making decisions about certain items. Public can only speak during public comment section of our meetings.
2. Mary said she was attending an art class and heard from someone that they love the improvements in the library lately.
3. Joan also mentioned she'd like to research to find something to do with the old May pole upstairs.
4. *Board members went into nonpublic session to discuss a personnel matter at 2:10 p.m.*
5. *Board members returned to public session at 2:25.*

Meeting Adjourned.