

Newmarket Public Library

Trustees Meeting

Nov 4, 2019

1. Friends Report – Sandy
2. Approval of Minutes –9/16, 9/30 2019
3. Treasurer’s Report –Joan
4. Director’s Report

Budget 2021

Cost estimate – side door ?

Quarterly statistics

5. Old Business

Pedestrian enhancements – moving forward

6. New Business

Directors evaluation

- Please put in a sealed envelope in my box on or before 11/18

7. Next Meeting: Nov 25, 2019 – 4 pm

8. Adjournment

Newmarket Public Library Trustees

Meeting Minutes

Approved

November 4, 2019

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

1. Friends report - Friends met on October 10th. They started the month with \$2,985.93 and ended with \$3,814.00. They took in \$386 at the book sale, sold two bricks and three totes. Sandy and Doug are now scanning the books for the book sale. The next book sale will be part of Very Merry Main Street on December 7th. They received an offer from Liberty Mutual to do a day of caring, helping with the book sale.

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

3. Treasurer's Report -

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

4. Director's Report - Carrie received more donations totaling \$175 in memory of Lois Dean. Trustees will approve at next meeting. Doug Wright has been running errands as part of his maintenance job for the library. Had not been collecting for mileage and is owed \$298.00.

Trustee DeYoreo made a motion to approve an expenditure of \$298 from the checking account to reimburse staff member Doug Wright for mileage incurred, seconded by Trustee Stinson, unanimously approved.

Carrie also received a check for \$11 for an interlibrary loan that bounced. She will try to contact the person directly. There was an upgrade to the network, firewall, router, hubs and switches to improve the wireless with

Back Bay Networks. On Christmas Eve the library will close at noon, same as the town.

(At this point Trustee Zhe had to exit meeting; Trustee Nicholson finished taking minutes).

New back door will have a vestibule 5 feet into the library with permanent awning and pillars outside. Cost of \$60K. Will ask town if they will match funding of \$65k for landscaping and back door. We hope to start work in the spring and will call Elizabeth Dudley with door plan so she can design landscaping. Will also get Lucy to make plans for door. Carrie will talk to Greg to discuss next steps.

Joan will check on terms on CD.

We will review and change bylaws.

Meeting adjourned at 5:00pm.

Next meeting will be December 17 @ 4:00