

NEWMARKET PUBLIC LIBRARY

TRUSTEES MEETING

OCTOBER 22, 2018 @ 4:00 PM

1. Friends Report
2. Approval of September minutes
3. Treasurer's Report
4. Director's Report
 - Quarterly Stats
 - FY2020 Budget Presentation to Town Council
 - Pedestrian Enhancements – Fund Raising
 - Trick or Treat October 28
 - 2018 holiday schedule
5. New Business
6. Old Business
7. Next Meeting – November 26, 2018
8. Adjournment

Newmarket Public Library Trustees

Meeting Minutes

Approved

October 22, 2018 meeting

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

1. Friends Report

Sandy reported the Friends now have more than \$3,000 in savings. The September book sale brought in \$246.50 in books and tote bag sales. The next book sale will be December 1st in conjunction with Merry Main Street. The group decided to provide gift wrapping materials. The annual report is not due until 2020, as nonprofits that take in less than \$50,000 per year only have to report every five years.

2. Minutes

Trustee Nicholson made a motion to approve the September minutes, seconded by Trustee Crepeau, unanimously approved.

3. Treasurer's Report

Rod explained that the copier is still our biggest revenue source, last month taking in \$492. Trustee DeYoreo made a motion to approve the September Treasurer's report, seconded by Trustee Nicholson, unanimously approved.

In July, trustees agreed to take \$2,000 out of the checking account to cover landscape architect Elizabeth Dudley's fees for drawing up a plan for landscaping.

4. Director's Report

Carrie reported statistics and said she will present the 2020 budget to the town council on Saturday. Steve Fournier will present the budget to the budget committee.

The library will remain open two extra hours, from 4-6 p.m., on Saturday, October 27th for Halloween Haunt trick or treating in downtown Newmarket. Lauren and Alexa will dress up and hand out candy.

On the day before Thanksgiving, library will close at 5 instead of the usual 8 for Wednesdays.

Elisa attended CHILLIS and brought back the summer reading materials. The theme next year is space related, the library plans to have some good presenters for the program.

Architect Lucy Gordon stopped by to look at possible side entrance. She said if we replace the window on the parking lot side with a door, it would cost less. She advised leaving the back door as is for staff. Carrie will reach out to get a cost from Lucy and her husband to draw up plans. She also needs a price from Elizabeth, then go to Greg Marles, town facilities director, and Diane Hardy, town planner to determine the next steps.

Trustee Crepeau made a motion, seconded by Trustee Nicholson, and trustees voted unanimously to have Carrie contact Lucy Gorham to provide options for the door off the parking lot, as well as an estimate of cost to do the work.

Meeting adjourned at 4:55 p.m.
The next meeting will be November 26th