

**Newmarket Library Trustees
Agenda
Sept. 10, 2014
12:30**

I. Approval of Minutes from August Meeting

II. Ongoing Business

a.) Friends' Report – Sandy Bonin

b) Treasurer's Report – Rod

c) Director's Report – Carrie

- Quarterly Stats
- Other Updates
- Review Meeting Room Policy

III. New Business/Other

a) Evaluate new policy needs

Next regular meeting scheduled October 8, 2014 at 12:30

Newmarket Public Library Trustees

Meeting Minutes

September 10, 2014 meeting

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

1. CIP – Carrie said she needs three bids and will go before the CIP committee, to project out what money will be used for. Rod explained that is the replace money that's been used for other projects. Carrie explained we have more in our CIP than some other departments and we should put that to use. She also said it's a good idea for us to have a plan, that the town wants departments to have a long term plan.
2. *Minutes were accepted as amended.*
3. Friends report –
 - a. Sandy said they took in \$224.75 at Olde Home Day and that these festivals are good for publicity. Barbara Briggs, whose husband is a printer, brought a printing press to the event. The Friends also plan to take over selling the throws and ornaments, and that Carrie set aside a closet for them. They will sell them at festivals, etc. They've also sold seven bricks so far, they're all engraved and waiting for DPW to install. Carrie also requested the Friends fund the performance by Carol & Company puppets. Sandy asked if they should still be accepting book donations, Carrie said up to three boxes at a time. Update on paperwork – Rod will meet with Sandy and Ed to complete it. Sandy asked if anything planned for 130th anniversary of library, Carrie said she'll think about it.
4. Treasurer's report

- a. Rod said there would be a CIP meeting on Sept. 18th and said he will be able to accompany Carrie to the meeting if she'd like.

Trustees voted unanimously to accept the treasurer's report

5. Director's report

- a. Carrie said there are currently two groups who utilize the meeting room after hours and she has some concerns about one group. She's found stains on the carpet; sunflower seeds spilled everywhere and scuff marks on the floor. One time they left the window open overnight and an abutter reported hearing a lot of noise at night. Rod suggested she meet with the director of that group to voice her concerns. Carrie said she wanted to revisit whether or not to permit groups to meet when the library is closed. Sandy suggested amending meeting room usage policy to only non-profit groups during regular library hours.

Trustees voted 3-1 (Rod dissenting) to amend the meeting room policy to only nonprofit groups during regularly scheduled library hours effective Oct. 1.

Trustees voted to accept two sums for Carrie – a \$25 donation and \$245 for seven brick purchases.