

Newmarket Public Library

Trustees Meeting

September 16, 2019

1. Friends Report – Sandy
2. Approval of Minutes – Aug 2019
3. Treasurer's Report –Joan
4. Director's Report

Budget 2021

5. Old Business

ADA grants - Sarah

6. New Business
7. Next Meeting: Oct. 28, 4 pm
8. Adjournment



# Newmarket Public Library Trustees

## Meeting Minutes

*Approved*

September 16, 2019 meeting
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Present: Trustees Joan DeYoreo, Mary Mahoney, Amy Nicholson, Sarah Stinson, Lisa Zhe, Library Director Carrie Gadbois and Friend Liaison Sandy Bonin.

**1. Friends Report** - The Friends ended the month with \$3,814.03. They made \$336 from the book sale, \$59 in donations and \$60 in tote sales. Barbara Lerch does not want to run the book sale any longer; Sandy asked her to stay on as recording secretary and is awaiting a response. Next book sale will be December 7 in conjunction with Very Merry Main Street. Jake, the new secretary, took over for Roberta and is doing a great job.

**2. Minutes** - *Trustee DeYoreo made a motion to approve the July minutes, seconded by Trustee Mahoney, 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 -**

*Trustee DeYoreo made a motion to accept the \$360 in donations in memory of Lois Dean, a volunteer, to be used for the purchase of books, seconded by Trustee Nicholson, unanimously approved.*

SIP (new interlibrary loan software) has been installed on the server, is working, but Z3950 also needs to be working. Staff will participate in online training on September 24-26. The car charger was activated today, used by three people the first day. Regarding exterior painting, Carrie was informed needs to exceed \$50,000 to use CIP. It can still be taken out of CIP funds,

but cannot add to the project list at this point. Will not be having Doug do it, they determined it's too high up and more involved then they'd anticipated, so she'll get some quotes. She had the opportunity to meet the new finance director, William Tappen. Budget is due October 3rd.

*Trustee Mahoney made a motion to approve the three percent raise retroactive to include vacation compensation for all staff, seconded by Trustee Nicholson, unanimously approved.*

5. New business - Trustee Stinson shared information on ADA grants she researched. She spoke with an ADA compliance officer at UNH, Wendy Beckwith. There are not a lot of grants out there, but she can check the criteria to see if NPL could be eligible. Carrie said there are no grants available from the NH state library association. Sarah said most of them we would need to be noncompliant with ADA to qualify and NPL is in compliance.

Carrie is still waiting to hear back from Greg Marles on a quote for the half inside, half outside vestibule.

Meeting adjourned at 4:40 p.m.

The next special meeting will be September 30 at 4 p.m. to go over the budget.