

Newmarket Public Library

Trustees Meeting

September 27, 2017

1. Friends Report – Sandy
2. Approval of Minutes – August 27, 2017
3. Treasurer’s Report – Rod
  - Vote to approve gift
  - Vote to approve VFW grant
4. Director’s Report
  - Review 2019 Budget
  - CIP
  - New Job Descriptions
5. New Business
6. Next Meeting – October 25, 2017
7. Adjournment

Newmarket Public Library Trustees

Meeting Minutes

*Draft – Not  
Approved*

September 27, 2017 meeting

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

Not in attendance: Joan De Yoreo

1. **Friend Report** – The Friends will pay \$94.95 for the barrels and \$200 for the Om Pa Pa Band, as requested by Carrie. They made more bookmarks out of the leftover brochures. The book sale took in about \$200. The tote bags are in; they plan to have a raffle, buy a bag, get a book. They also requested that the tote bags be put on the website.

2. **Minutes** –

*Trustees unanimously approved the August minutes.*

3. **Treasurer's report** –

*Trustees unanimously approved the Treasurer's report.*

*Trustees unanimously voted to receive the \$750 grant from the Newmarket Community Education Partnership and deposit it into the checking account for use for children's programming.*

*Trustees unanimously voted to receive the \$500 grant from the Sons of the American Legion Squadron 67 (Newmarket) and deposit it into the checking account.*

- 4. Director's Report** - Carrie met with Greg Marles, the facilities manager, regarding the CIP. She will ask him a few follow up questions regarding specifics on price estimates. She also met with Lisa Ambrosio (finance director) regarding the budget. It will go to Steve Fornier later this week. She is waiting for an install date for the shelf braces purchased by the Friends. Carrie will attend the New England Library Association conference in Burlington, Vt. October 22-24. Alexa will attend the Young Adult Library conference in Concord in October.

*Trustees unanimously approved a job description for Building Service Worker/Library Assistant.*

*Trustees unanimously approved a job description for the Building Service Worker.*

New business – Rod asked that the garden group be recognized for redoing the planters in front of the building.

*Meeting adjourned 12:50 p.m.*

The next meeting will be October 25 at 12 p.m.