

MINUTES OF THE DUNBARTON LIBRARY TRUSTEES
February 2, 2009

In Attendance: Andrea Douglas, Kirsten Petretta, Norm Roberge, Deb Trottier,
Tiffany Dodd & Lori Wamser

The meeting was called to order at 7:05 pm.

Norm Roberge made a motion to accept the December meeting minutes. Seconded. Approved.

Tiffany Dodd made a motion to accept the January meeting minutes. Seconded. Approved.

Treasurer's Report:

- 2008: Year ended with +\$1,443 NI without a transfer from the savings. Interest income figure includes the Vanguard account, which shows up in the December figures.
- January 2009: The Town check we received was based on the January 2008 numbers and not the figure received after last year's March 2008 Town Meeting. Andrea has notified the Town of the discrepancy and they will reconfigure the amount due to us and send us the difference.

Motion made to accept Treasurer's Report by Tiffany Dodd. Seconded. Approved.

Budget 2009:

- Second round of budget hearings was attended by Tiffany Dodd and Norm Roberge. Another phone poll was conducted by Tiffany Dodd to inform all Trustees that level-funding based on 2008 figures was used and also to reach consensus for numbers being presented for our budget at the Town level.
- Norm Roberge has suggested that Town Meeting would be our next opportunity to put our best foot forward and present our willingness to work with officials by showing that we can make budget sacrifices. The idea being that there would have to be a motion from the Town Meeting floor (mainly a "token gesture" of goodwill) to reduce our budget another \$500. Perception of us as a conservative Board willing to take a risk for the greater good would go a long way for our own marketing of the Library. We will consider the idea, attend public hearings and discuss it further at the March Trustee Meeting.
- Thanks to Norm Roberge and Tiffany Dodd for representing us at the budget hearings.

Other Business:

- Selectman's meeting will be attended by Deb Trottier again this month. She also got an indication at the last meeting that they would be taking care of purchasing and installing a new air conditioner for us.
- Deb Trottier attended the 1/29/09 Selectman's Meeting. Shoveling was discussed & Line will call Andrea. We have been told to call Jeff Crosby (Road Agent) in the future to make sure he, or someone he sends, will get the job done. Selectmen appreciate our notices in the newspaper for upcoming programs.
- Estimate for fixing the weather-stripping on the front door seems rather high. We will be inviting other carpenters or contractors to look at this and give us a price.
- Going Green! The Green Committee has approached the library to ask if we would be stewards of an energy meter kept at the library and lent out (after

- waiver signed) to measure household energy requirements. We wouldn't have to buy the meter, only lend as a community service provided the Green Committee is responsible for the equipment. Permission granted to get a meter from the Committee and start offering this service.
- Trustee Positions: 2 vacant and 3 candidates have signed up to run.
 - Humanities Grant – We will not apply for one of these when the Abe Lincoln impersonator comes, but rather when Rebecca Rule comes for the Centennial celebration.
 - CHILIS will be voting on which reading program to join for the 2010 summer programs.
 - Program idea was raised for a Chess Club. Do we know anyone who would like to be a chess mentor?
 - Digitizing reports: UNH wants to do digitize Town Reports for the whole state. We would loan the reports to UNH and they can do it more expeditiously and with minimal effort. We asked if we could get our Town bumped up in the queue due to the upcoming celebration. Do we want to have archive copies here? Hard copy? On CD? Searchable? Andrea will try to get these questions answered and to write a grant to assist on the cost for this.
 - Joint programs with Dunbarton Elementary School: It is evident that we need to find a way to bridge the gap between the library and the school and quickly! Kirsten Petretta will help Andrea approach them to discover who is running enrichment, obtain a list of visiting authors / programs and try to find a way to advertise our programs in the school as well.
 - Lori Wamser has researched getting funding help for historical restorations to help with restoring our upstairs area. Tiffany Dodd and Lori Wamser are signed up to attend a CDFR-sponsored seminar on Feb. 20, 2009 on successful funding strategies for Historical Building Redevelopment. Let's see if we can breathe new life into a new attempt at undergoing a viable restoration project.

Director's Report:

- Patrons detaining books: Andrea documented all forms of correspondence and went ahead with requiring police to retrieve overdue materials. We have received an e-mail from The Patron and Tiffany Dodd would like to respond as a Board. It was determined that a letter to The Patron should come from the librarian with a receipt for book replacement and to cc: Library Trustees (without detailed book replacement info).

Trustees were NOT informed that this was about to occur at our last meeting and we are asking to let us know of these situations ahead of time for future reference. Being a small town, the chance of someone knowing The Patron and able to resolve the issue with a quick discussion is greater so we can head off the ultimate measure of sending police for collections in the future.

A policy should be made for this situation in case it should arise again. Trustees don't necessarily need to know "The Patron" involved, but rather should be informed as to what has happened and what steps have already been taken in the materials collection process. The Board should be notified in non-public session (if we ask) so we are not caught off guard and have a material retrieval situation escalate again. After careful thought and consideration, we would like to reiterate the point that we be **informed** Trustees and that this is not to be construed as micro-management of the Director's position.

Centennial Committee:

- Publicity meeting needed ASAP.
- Any ideas for publicity plans?
- Organization of promotion / marketing materials should be started NOW for release in May or June.

Meeting adjourned at 8:48 pm.

Respectfully submitted by Kirsten Petretta