

New Durham Public Library Trustees Draft Minutes

N.D.P.L. Trustees Meeting

August 1, 2017

Members present

Lee Newman, Laura McCarthy, Rich Leonard, Bill Kendrick

Others present

Library Director, Cathy Allyn

Call to Order

Lee Newman, Chairman, called the meeting to order at 7:03PM

Public Input

There was no public input

Approval of Minutes

June minutes were accepted with an amendment added about CLiF Grants.

Laura McCarthy made a motion to accept the minutes with the amendment. Bill Kendrick seconded and the motion passed unanimously.

Financial Report

Submitted by Rich Leonard, Treasurer

Trustees' Account balance: \$10,077.56

Operating Account balance: \$1,334.39

Rich stated that the accounts reconciled. He will also be requesting \$5,000 from the Town to be transferred to the library's operating account.

Bill Kendrick made a motion to accept the financial report as stated. Lee Newman seconded and the motion passed unanimously.

Director's Report

Substitutes are working out well.

Cathy put a notice in the Baysider to remind residents that various passes are available.

Landscapers are keeping up the appearance of the library.

The mini-splits were inspected by the installer and are AOK.

July statistics are above par and doing well.

Children's Literacy Foundation (CLiF) Grants were well received; the second CLiF Grant included a Storyteller and a new book giveaway with 2 books per child.

Old Business

Library Trustees' By-Laws were reviewed. Section one, monthly meetings was changed to show that Trustees' meetings are held on the first Tuesday of the month. There will be no scheduled meetings in July and December.

Decorum for Library Trustees was reviewed. A copy will be given to new Trustees in the future.

A motion was made by Rich Leonard to accept the By-Laws with changes. Lee Newman seconded and the motion passed unanimously.

It was agreed to recommend the lowest bid to paint the library with new specifics. Colors for the building and trim will coordinate with Town Hall. Menard Painting and John Boudreau Painting were chosen.

Laura McCarthy made a motion to recommend the lowest bid with new specifics. Lee Newman seconded the motion and the motion passed unanimously.

Holmes Carpet Center LLC submitted a quote #4502 for \$5,667.16 for carpeting for the Children's section, office and reception area. Laura McCarthy made a motion to recommend the bid. Bill Kendrick seconded the motion and the motion passed unanimously.

Lee Newman made a motion to adjourn at 8:26 PM. Rich Leonard seconded the motion and it passed unanimously.

Respectfully submitted,

William Kendrick