

North Hampton Public Library
Trustees' Minutes: 26 February 2010

Emily Creighton, Trustee chair, opened the meeting at 8:50am. Present were Peter Parker, Secretary, Susan Grant, Library Director, and Lorreen Keating, Assistant Library Director & Children's Librarian. Alison Robie, Treasurer, was out of the country and unable to attend. The Library, like much of the town, was without power and was to remain closed until power was restored.

The Minutes of the January 27 meeting need additional revisions. Approval will be postponed until the March 31 meeting.

Treasurer's Report: Susan distributed copies of the January 2010 financial report. She noted that while the "bottom line" is about 2½ % below projected budget, some of the numbers may be incorrect and that the expense of 6 months of ADP payroll services had not been anticipated when the budget was drawn up. She will check the numbers and bring us up to date at the next meeting.

Susan also told us that the thermostat in the NH Room is defective and that Lamprey Bros. has not been able to fix it. She is waiting for an assessment by two engineering companies of the building's heating and cooling problems.

Upon motion by Emily, seconded by Peter, the report was unanimously approved.

Non-Appropriated Funds Report: A brief discussion of appropriate procedures for handling of Capital Reserve and other non-appropriated funds followed. We agreed that checks payable to the Town should only be from capital reserve fund accounts for approved capital reserve projects. Further, we agreed that the interest earned on our capital reserve CD's should be kept for furnishings and repairs. We also agreed that Susan and Lorreen should maintain a "folder" recording the status of the Library's non-appropriated funds.

Chair Creighton moved to establish a Library Interior Account for our new or expanded library and to include any Library Building Fund donations. Parker seconded the motion, approved unanimously.

Chair Creighton moved to keep the Matching Building Fund money in one account and to remove the interest at maturity of the Certificates of Deposit and to deposit said interest into the Library Interior Account. Parker seconded the motion, approved unanimously.

Librarian's Report: Susan provided Trustees with an outline of her report. She noted that spending for *Programs* is more than budgeted; she will ask for non-appropriated funds for this purpose. Emily asked that Susan prepare a Plan for the rest of this FY

and for next year to be presented to the Trustees at the next meeting.

Susan indicated that she will provide a "Technology Plan" for the Library - with help from Barbara Dewing. There was then some discussion of the appropriate "title" for Barbara's position. We agreed that the title should be "driven" by what she does: is "technician" appropriate?

Emily reminded us that the Budget Committee will be reviewing the Library's proposed warrant article at its March 1 meeting at 7:00pm in the Herbert Room.

Peter was asked whether there was any more information available about the architectural/planning firms under consideration for the Town Campus. He said he had not received any yet, but will contact Steve Fournier to see if he can learn more.

There followed some discussion of the possibility of creating a "media center" in the Library where, amongst other media, the tapes/CDs of town board and committee meetings would be available to the public. Susan indicated she would ask Steve whether copies of the recordings of BOS, etc., meetings might be deposited at the Library.

Next Meeting is scheduled for March 31 at 8:30am.

Meeting adjourned at 9:55am