

Trustees of North Hampton Public Library

237 A Atlantic Avenue
North Hampton, NH 03862

Minutes of Tuesday, 27 September 2011

- I. Call to Order: Peter Parker, John Kollmorgen, Kelly Parrott, Lorreen Keating, and Susan Grant Library Director were present. The meeting was called to order at 5:05 pm.
- II. Approval of Minutes: The meeting minutes from August 30, 2011 were reviewed and accepted.
- III. Treasurer's Report – The Treasurer's Report was presented and approved. We discussed renewal of some yearly subscriptions reflect an over-inflated expenditures temporarily in the media category. Postage is also purchased quarterly. The balance in August was a \$28,023.77, with a net income of \$550.70.
- IV. Non-appropriate funds - The NHPL non-appropriated report was amended and approved. Some revisions to non-appropriated funds may be necessary. The balance in August was a \$32916.55, and a net income of cumulative \$3478.47 and for the month of August \$229.50.

The Trustees Recommend adding the following on the bottom of any correspondence that is mailed to library patrons:

“Go Green! To stop receiving this notice via mail, please provide your email address so that we may send you electronic library notifications. Your email address will only be used for official library purposes.”

The NHPL investment account balance as of August 30, 2011 was \$499,687.58. We recommend closing the TD Bank North mutual fund account of \$36,643.21 and transferring \$13,357 from Citizen's account to the capital reserve fund to match our warrant article. This money should be transferred to People's United CD account (7-2010). John Kollmorgen will speak with David Locke at TD Bank North to close the account at some point in the near future.

- V. Old Business - The Trustees discussed initiating a study committee to expand the library. We will ask Lynn Szymanski and Susannah Parnin UNH MBA students who conducted on the Lee, NH Library building initiative. It was suggested to plan a presentation with the Trustees, Friends and other interested parties on the evening of October 26, 2011.

Susan and Loreen will prepare an invitee list. We also discussed producing internal FAQs. Each trustee is suggested to contribute questions. We feel that there is a lot of misinformation and unknown information. Once the agenda, objective and speakers are confirmed Susan will post the public meeting.

- VI. Librarian's Report – Staff training on Friday September 30th – recommend that the library will open at 1:00pm on that day. Susan will advertise on the website, channel 22, and on the door. Many of the library staff members will be involved in customer service training with a former LL Bean Customer Service Manager.

Lorreen went the Heritage Commission to focus on what they can do as a commission. A historical survey committee group will meet on October 13th at 0930. For reference our town's original library was built in 1908 and our current library built in 1973.

Long –range planning. Susan suggested we update the long-range plan. The plan that we have is for 2007-2010. The Trustee's are requested to review the plan before the next meeting to see what changes should be made. Peter suggested reviewing the stated library strengths and weaknesses.

Peter will take the picture of the town (circa 1840) to the NE Document Conversation Center in Andover, MA. The watercolor was donated by Charles Goodhue. Recommended that we research the original artist.

- VII. Meeting Adjourned: The meeting was adjourned at 6:02 pm and the next Trustees' meeting is tentatively scheduled for October 26, 2011 at 5:00pm. Peter and Susan to schedule a safety meeting before the next Trustees meeting.