

**Lydia Taft Pratt Library
Trustees Meeting
May 25, 2017**

DRAFT

Present: Sue Kern, Melissa Worden, David Patriquin, Barb Clark, and Torrey Luker

Meeting Guest: Charlotte Neer Annis (Town Treasurer)

(Karen LaRue was unable to attend. Also, due to the Community Center being closed for repairs, the trustee meeting was held at Melissa Worden's home, near the library. The new meeting location was posted on the library book return.)

Sue called the meeting to order at 4:15p.m.

Additions to Agenda:

Melissa added a treasurer report discussion with Town Treasurer Charlotte visiting the meeting.

Approval of Minutes:

Barb made a motion to approve the April 27th minutes as written. Melissa seconded the motion and the minutes were approved unanimously. Melissa made a motion to approve the May 11 minutes as written. Barb seconded the motion and the minutes were approved unanimously.

Treasurer's Report:

Melissa presented the Treasurer's report to the Board for review. Sue pointed out that the date at the top of the report (second line) needed to be updated using the date on the bank statement information received from Charlotte. The Board then discussed how the Town Support was shown in the Treasurer's Report as, for the last 3 to 4 years (per a request from previous LTP board members), \$4k from the Town is put in the Library bank account and then that money is used to pay the Librarian's final paycheck when the Town bank account has used all the other Library tax support. Melissa then presented her ideas and discussion items regarding the Treasurer's Report. In the end, it was decided that Sue, Melissa and possibly Lori Miller and Charlotte would meet separately to discuss the Treasurer's report.

There is currently no warrant as the Community Center is closed for building work and Karen was unable to access the bills to create the warrant. Charlotte suggested that the

Board could vote to delegate one person to authorize the warrant the the warrant could then be ratified at the next Board meeting.

Librarian Report:

Karen was unable to attend but did send an e-mail to the Board. Karen's e-mail expressed her frustration with the lack of communication from the Community Center board about possible building closing and then the late notice about the timing of the building closing.

Old Business:

Geranium Festival:

Geranium Table: The unofficial total brought in was \$514.25 (minus \$50 in the cashbox), and Barb will be confirming the total amount we owe back to Walker Farm. It currently looks like we will be taking in roughly \$174.00.

Book Sale: \$1285.75 (minus \$50 in cashbox)

Food Sales: Pending but the information will be coming in from Laurie Frechette.

Silent Auction: Due to the Community Center closing, the Silent Auction will be extended to June 15th. Torrey will be posting this extended date information to Facebook, Front Porch Forum, the School newsletter, and ask if Laurie Frechette would be willing to add this information to the next Town information e-mail. Torrey will also make a flyer to hang at the school, Town Office and Post Office.

Barb will be sending personal thank you cards to all the volunteers who helped at the Geranium Festival.

Building Maintenance & Use Issues:

Sue will be putting the window and screen work request in writing to submit to the Community Center Board, per Jean's suggestion.

Non-Resident Library Cards:

This topic has been tabled until Karen can be in attendance.

Bookshelf Replacement Update:

The topic is tabled as Dave is still searching for a carpenter to get a shelf quote.

Friends of Lydia Volunteer Coordinator:

This topic is tabled until next meeting.

Library Road Sign Update:

Dave talked to Lee Chamberlin about the possibility of posting the Library signs at the end of both sides of West Street, on town and not state property. Lee gave Dave the number of someone else to contact and Dave will update the group at the next meeting.

Fall Programming Planning: Turner Presentation:
Topic tabled until next meeting.

New Business

Community Center Board: Sue handed around the official notification letter from the Community Center Board about the closing of the Community Center this week for building work. The letter was received on Thursday, May 19 for the closing starting on May 22. The Board expressed frustration that the Library was not contacted earlier as the Community Center worked to plan the building repairs. The Library being closed this week interferes with the Silent Auction, the warrant, Karen's work schedule, and left little time to notify the public that the library would be closed. Per the Community Center Board, Sue had been told not to post any closing signs on the Library doors and that the Community Center would post signs. However, no signs were posted to communicate the building and Library closing, as of today. Sue posted a sign on the Library hour sign (in keeping with the request not to post on the doors) so there would be some kind of communication that the Library was closed when people came to the Library. However, due to the rain and the location the sign had to be posted, the sign is not very legible at the moment. Barb shared that in the past, one board position on the Community Center Board was supposed to be a Library Board member. When a former librarian left, this information was not passed on and no representation from the Library has served on the Community Center Board. Sue volunteered to attend the next Community Center Board meeting in hopes of seeing if she could serve on the Board or if perhaps the position could be for any Library board member if Sue was unable to attend.

Future Agenda Topics:

Geranium Festival

Non-resident Library Cards

Shelving Replacement update

Friends of Lydia - Volunteer Coordination

Library road signage - update

Roger Turner presentation/Fall Planning

Library Projects/Maintenance - update

Community Center Board

Dave made a motion to adjourn the meeting. Melissa seconded the motion and all approved. The meeting was adjourned at 5:40p.m.

Respectfully Submitted,

Torrey Luker