

**Pillsbury Free Library Board of Trustees
Tuesday, July 15, 2014 Meeting Minutes FINAL**

Present: Sara McNeil, Jeanne Hand, Michelle Allen, Shandi Allen, Timothy Murphy; Nancy Ladd, Library Director

Absent: Tina Schirmer, Caroline Hatala, Richard Knapik, David Chmielecki

Meeting opened at 7:05 pm

1. Secretary's Report:

Minutes from last meeting were approved as drafted.

Motion: Shandi Second: Jeanne Motion approved

2. Treasurer's Report:

The treasurer's report was accepted.

Motion: Tim Second: Shandi Motion approved

3. Library Director's Report:

The LCHIP application was submitted before the deadline of noon on June 27, 2014. There were approximately 60 applicants for LCHIP funding. A decision will be made in late November. (More about this in the Building and Grounds Committee Report.)

The hot water heater in the kitchen was leaking and has been replaced. Additionally, the air conditioning in the old section needed a coolant refill, which has been done.

The hard drive on one public computer purchased in 2013 has failed. No data was lost because none was saved on it. The part and installation is covered by our warranty and the replacement was happening at the time of the meeting.

A slate fell off the roof. Gerard Leone will come to reinstall the tile. His estimate was \$350 for this work. (More about this in the Building and Grounds Committee Report.)

The children's summer reading program is doing very well with great attendance.

Overdrive has started making agreements with publishers to lease books, some with the option of a lending cap and/or 'pay as you lend', as well as adding a 'buy it now' option within the Overdrive program which would take you to a retail website (i.e., publisher, Amazon). These new developments will likely cause issues with budgeting and availability. Many libraries, including our own, feel these developments are decidedly not library-friendly.

There has been an offer of the donation of a fabric art 'quilted folk image' of the library done by Warner resident Betsy Giberson. It will be archivally framed at the time of donation.

Motion to accept this gift. Motion: Jeanne Second: Shandi Motion approved

4. Building and Grounds Committee Report:

The LCHIP application was submitted to include work on the old building's windows, gutters, and drainage. The amount requested was for a \$50K grant. Any work that we decided to go forward with at this time would have to be done in an historically accurate way and would need to meet the standards of the LCHIP overseers, the NH Department of Historic Resources.

When Gerard Leone comes to replace the slate roof tile, he will also check to see how the current copper trim is attached to the building. This will let us know what options we would have for attaching gutters. Our only option may be to remove the existing copper trim and attach the gutters to whatever the trim is currently attached. However, the trim is a distinctive feature and its removal could upset the LCHIP overseers. Therefore, on advice from Peter Michaud of the NH Department of Historic Resources, we are waiting until we have an LCHIP decision before addressing the gutters. At that time, if LCHIP funding is

provided, we will work together to find the best solution.

We can address the drainage issue on the new building, as that would not be part of the LCHIP project. We also feel confident that we can move ahead with repairing the 6 windows on the old building, as we feel certain it can be done to meet the standards of the LCHIP overseers. The Building & Grounds Committee will gather estimates for this work and present the information at the next full board meeting.

5. Personnel & Policies Committee:

Shandi and Caroline will set up a meeting and report back at the next full board meeting.

6. Programs, Publicity and Fundraising:

Going forward we will have a Programs & Publicity Committee consisting of Jeanne, Sara and Tim. There will be a separate Fundraising Committee on which all current board members will serve.

There was discussion of the relative merits of a foundation vs. a friends program. The current Circle of Friends group has yet to make headway and the organizers need to be contacted for an update.

The Programs & Publicity Committee will work on creating goodwill with the Warner community and informing them of the services and programs at the library. Some options discussed include:

- Holding a membership drive. September is National Library Card month. Tim will write something up to use in publicity. Shandi will look into getting the large highway sign for the center of town to promote the event.
- Increasing awareness of the home delivery program, which already exists.
- Creating a survey, both paper and electronic versions, to receive feedback from the community and inform them of services and programs available at the library.

Some fundraising ideas mentioned include:

- Holding a swing dance at the Town Hall for an entrance fee or donation request.

[Shandi left at 8:55 p.m.]

- During the WFFF book sale:
 - Adding a raffle for theme baskets of books.
 - Prominently displaying a donations bucket.
 - Reevaluating the pricing of the books.

7. Next meeting will take place on Tuesday, August 19, 2014 at 7 p.m.

8. Meeting adjourned at 9:00 p.m.

Respectfully submitted,
Michelle Allen