

Olive G. Pettis Library, Goshen, NH
Minutes of Trustees Meeting
September 18, 2012

1. Roll call and approval of agenda

Present: Mary Wirkkala, Chairperson; Don Bailey, Vice-Chairperson; Steve Belden, Treasurer; Jonathan Purick, Trustee; Bea Jillette, Alternate Trustee; Lilyan Wright, Alternate Trustee; Bonnie Belden, Secretary

Absent: Cynthia Phillips, Librarian (*went home sick*)

The meeting was called to order at 6:30 p.m. by Mary Wirkkala. The librarian's report (Item #7) will be deleted from the agenda due to the librarian's absence.

BUSINESS:

- 2. Review minutes of August 21, 2012:** Minutes were adopted with one change to the spelling of a name.
- 3. Treasurer's report:** The balance is \$7193.33. Steve has received some billings and has a number of items that need to be paid. The balance in the miscellaneous funds account is presently at \$3716.78, after purchasing the new computers. The report was accepted.
- 4. Correspondence:**
 - A thank you was sent to Lilyan for her donation of \$200 in memory of Paul Barrett and Fred Trommsdorff.
 - Twenty-five thank you letters were sent to volunteers who participated in the summer Library CAMP. There were thirteen adults and twelve students who served as camp counselors who received mailings. The adults who received letters were: Sandy Sonnichsen, Joan Hoffman, Meredith Lunn, Lilyan Wright, Elaine Bevilacqua, Officer Russell Lamson, Captain Fred Drend, Selectman Bob Bell, Jim and Mary Grenier, Gary Dennis, Steve Belden and Bea Jillette. Students were also awarded community service hours, based on their participation, in their letters.
 - A letter is needed from the selectmen re-nominating our alternate trustees on an annual basis. Bonnie will determine when this needs to be done and send the letter to the selectmen.
 - Mary reported that she has received a thank you for our nomination of Cyndi as Library Director of the Year from Carol Snelling, NHLTA.
- 5. Report on activities completed or in progress:**
 - a. Disposition of FOL CD account:** Heather Peckham has closed out the FOL CD as per our request and deposited the funds in their checking account. Their new balance is \$5973.21.
 - b. New Hampshire and the Civil War--Mike Pride presentation on August 23:** The presentation drew a great crowd of about 35 people. There was much interest and interaction between Mike and members of the audience on the topic. Mike is a local resident of Goshen during the summer and has written a book on the topic of New Hampshire and the Civil War.
 - c. Creation of sign with library hours:** There is no progress on this as yet. An additional consideration was raised as to whether the sign should have changeable or permanent lettering.
 - d. Cleaning the bronze plaques on war memorial:** Don attended the selectmen's meeting and informed them of the information that we had obtained when looking into cleaning the sign. They do not have funds for this to be done at this time. Don expressed thanks for Kevin's and Joel's assistance in putting up the library logo signs to the selectmen.

- e. **Posting trustee minutes on Town web site:** Since our last meeting, Mary contacted Karen Winterholer regarding posting the library minutes on the town website. Karen is very happy to do this for us. Bonnie has sent final July minutes to Karen for posting. Final August minutes and draft September minutes will be sent tomorrow. Other minutes, back to January, 2012 will also be posted in the future.
 - f. **Maintaining the library website:** Jonathan is still working with Cyndi on this
 - g. **Disposition of Oki printer:** We are unsure of where this stands, since Cyndi is not present.
 - h. **Replacing library computers:** Steve and Jonathan went to WinCycle and purchased 3 used and recycled IBM Lenovo towers and one IMAC G5 system, all for \$591. The library received a 40% discount. The computers have been installed, but still need to have information and programs transferred to them from the old computers.
 - i. **Fundraising letter:** We reviewed Bea's letter and gave input on wording, our "wish list" for items for this year, and on the mailing list. Letter recipients will receive raffle tickets to return with their donation. The raffle drawing will be on November 20, which is the date of our November meeting. Bea will try to have the letter out in October.
6. **Discuss future activities:**
- a. **Trustee orientation at Richards Library, Newport on Sept. 20, 5:00-8:00:** Jonathan will try to go.
 - b. **Humanities program:** The consensus was to request the presentation on the history of Chinook dogs and their role in NH on either January 19 or 26. We'll inform Cyndi of this choice.
 - c. **Halloween event:** A tentative plan was made to hold the scarecrow building event again, since it was such a huge success last year. A tentative date of October 27 was set. Don will check on balls, Steve will check on hay, and Bea will check on burlap. Refreshments will be served. Lilyan will provide donut holes and Bonnie will get apple cider.
 - d. **Librarian review:** The annual process will begin during the first week of October, in a special non-public meeting (see below #9). Trustees should bring their input to this meeting.
 - e. **Other activities:** There was discussion about reviving the Friends of the Library and how to do this. This is a high priority for us.
7. **Librarian's report:** Cancelled. The librarian is sick and not in attendance.
8. **Discuss changes to Operational Policies:** We will postpone until next meeting.
9. **Special non-public meeting:** A preliminary librarian review meeting will held on Wednesday, October 3 and will be closed to the public. This will be for regular trustees only.
10. **Other business:** none
11. **Adjournment:** The meeting adjourned at 9:00 p.m.

The next meeting will be a special non-public meeting to begin the annual librarian review. It will be held on **Wednesday, October 3**. The next regular meeting will be on **Tuesday, October 9** (*instead of October 16*) at 6:30.

Respectfully submitted,

Bonnie Belden
Secretary