



Board of Trustees Meeting Minutes
September 18, 2018

Monthly meeting called to order at 2:02pm. In attendance Trustees Natalie Gallo, Charlene Flaherty, Bob O'Brien; Alternate Trustees Brian Vass, Charles Fernandes; Director Rosemary Krol; Kate Thomas, minutes.

Visitor comments and questions: none at this time.

1. Approve minutes from August 21, 2018 meeting. Motion by Charlene to accept minutes. Bob seconded. Unanimously approved.
2. Director's Report
 - a. Stats were presented. Many increases in usage and patron visits to the library; Book sale was very successful.
3. Treasurer's Report: We are on track for this point in the year with our budget
 - a. Review of our investments policies to make sure we are maintaining our initial investment and use the earned income to benefit the library. Bob wanted to point out that these funds that we are investing are not public funds. These initial funds come from gifts and donations to the library over the years. Motion by Charlene to sell off the lowest performing 10% of the bonds we own as recommended by Chris Adams at Edward Jones, and reinvest in better performing funds. Seconded by Bob. Unanimously approved.
 - b. CD consideration: Bob researched options for investing the \$10,000 money gift allotted for the path creation, as voted last meeting. Edward Jones appears to offer the best rates for a 6-month CD. Bob made motion to invest CD with Edward Jones, Charlene seconded. Unanimously approved.
 - c. Budget Preparation: Rosemary distributed the potential 2019 budget to the trustees that she has created with Bob. She has prepared a budget committee report that outlines the changes.
 - d. LPL yearly disbursements
4. Old Business
 - a. Edward Jones Investments-discussed above.
 - b. Project Update
 - i. Garden Path: Rosemary had town engineer came back to review needed repairs to the area and confirm that brush and debris needs to be removed

to clear out and expose the swale at the right side of the library. That repair to the grounds would solve the drainage issues from the parking lot that are safety issues in summer and winter. These drainage issues are what are causing delays to build the garden path. Trustees will send a letter the Selectmen to ask them to pay for these repairs considering the safety issues that the drainage issues cause.

- ii. Painting second floor is completed.
- iii. Workroom renovations have begun. We'll get some advice from cabinet and storage contractors to make sure we make the best use of space for our workroom.
- iv. LED lighting update is on hold until Bob Higgins completes the workroom renovations.
- c. Materials Borrowing Policy read into record the second time. Bob moved to approve the policy as written. Seconded by Charlene. Unanimously approved.
- d. Open House/130th anniversary celebration: the Scavenger Hunt brochure will be handed out when patrons come in the door and will guide them to all sections of the library and, when completed, allows patrons to enter to win a Red Sox memorabilia gift basket.
- e. Filming library events: Janet Arden has worked up a sign up sheet for staff to work hours during programs to film the library events to be aired on Hampstead Cable television, in addition to the Trustees meetings.

5. New Business

- a. Increase in Non-Resident fees: Rosemary reviewed the current cost of the non-resident cards and it seems to be much lower than actual cost for library usage per person. We will be revisiting the policy as well as revising the cost that non-residents will pay.
- b. Budget committee requested budget report and Rosemary and Bob will supply this.
- c. Storybook garden policy: Read into record for the first time.

6. Donations by groups or individuals. Motion to accept as listed below by Charlene. Seconded by Bob. Unanimously approved.

- a. Acceptance of donations in memory
- b. Money in donation jar: \$53.50
- c. Books, audios & videos from various individuals
- d. Donations by groups or individuals:

7. Correspondence: Invitation to a shredding event hosted by Ray Noel.

- a. Ray Noel, one of the library's 2 investment advisors, has completed a MRFC credential.

Meeting adjourned: Motion to adjourn by Bob at 3:17PM. Seconded by Charlene.
Unanimously approved.
Next meeting: Tuesday, October 16, 2018 2 PM