

These minutes are dependent on approval of Board of Trustees

James E. Nichols Memorial Library
Board of Trustees Meeting
Date June 25, 2018

Present: Trustees Helen Heiner, Sarah Heath, Jo Morse, Karin Karagozian, Lynn Allen, Alternates Shannon Whalen, Bette Miller, Susan Gurney, Annette Nichols, Librarian Jon Kinnaman, Guest Karen Ponton

Call to Order: by Helen at 5:00pm

Grant to help preserve our library: As one who knows about the "how to" when applying for a library grant, Karen Ponton shared much helpful information with the trustees at tonight's meeting; the Preservation Alliance Grant is one such grant. Annette Nichols has contacted four Architectural Consulting firms; each one intends to send the library a bid proposal. An estimate of about \$10,000 would be Annette's guess of a ballpark figure on an architect's study.

Previous Minutes: Motion by Sarah to accept, 2nd by Jo, motion carried.

Treasurer's Report: Sarah reported on regular monthly items. Additional work done in addressing issues since the malware attack last month included an upgrade. Annual Trustee dues were paid this month. The library received a generous donation of \$500 from a family Trust. Motion by Jo to accept, 2nd by Lynn, motion carried.

Librarian's Report: Jon reported a drop in circulation, especially with respect to the DVD collection. 679 hardcopies, 114 eBooks, 298 visits, 793 checkouts, and saw 97 items added to the collection. Replacing the flag required a longer flag pole. He also said Kim Anderson will return in July for the summer at the circulation desk.

Unfinished Business: The Jay Heiner bench has been ordered; after sufficient base prep it'll be placed at the front of the building to the right of the walkway where Jay was often seen on his way into the library to borrow another book or two. After input from the members on the subject of landscaping, it was agreed the Garden Committee will write a list of specifics to be done; available funding is a \$500 budget. Sarah reported an estimate of \$7,000 has been received for the replacement of missing roof tiles.

New Business: Fundraising ideas were discussed to help fund our projects; Bette and Sarah will follow through on this.

Adjourned at 5:48pm, motion by Karin, 2nd by Lynn, motion carried

Submitted by: Lynn Allen, Secretary

Next Meeting: July 23, 2018