

These Minutes Are Subject to the Approval of the Trustees

**James E. Nichols Memorial Library
Trustee Meeting
35 Plymouth Street, Center Harbor, NH
November 28 2011 at 5 PM**

Present: Helen Heiner, Karin Karagozian, Bess Hanson, Jon Kinnaman, Sarah Heath, Jessie Foley, Kevin Desmond and Jo Morse

Minutes of last meeting October 24 accepted as presented.

Treasurer's Report

Need \$500 to fix chandeliers. \$100 to Joe to fix the exit door in Jon's office. \$250 for new humidifier which is in place. New radiator cover cost \$420 and it looks well. Do we need more? The Reference Room and the radiator next to Children's computer should be covered. Jessie m and Bess s that we buy these 2 covers, and if there is left over money by the end of the year, we should buy a third cover. Passed unan.

Treasury Report accepted.

Librarian's Report

Activity in October less than last year.

Jon has Tech Tuesdays—computer instruction. He advertised it in the Meredith News and on the web site. Several patrons have come.

Jon put travel guidebooks from our collection together because they were widely dispersed. Also humor and biographies have been gathered in one place.

Jeff put a heat tape on a pad outside the back door. It's OK to walk on it. We will not continue looking into cellar stair covers.

Signatures sent to State Library on the ILL vans.

Old Business

Rowan also to fix the light over the cellar stairs. The job is part of the \$500 also for the chandeliers.

Bess m. and Karin s that we omit the Dec. 26 Trustee Meeting. Passed unan.

Karin asked about a Librarian's "Wish List." Gifts support some of our passes. Perhaps ask for something in the collection like a PBS series.

Ask Rotary for a contribution to our new computers—Jo to write it again.

Policy Committee

Need State Library Lawyer to look at Policy Booklet: Katharine DeForest of Sulloway and Hollis, Concord, NH. It was m. by Jo and s. by Bess to follow up on the attorney.

Unan. passed.

Need a sheet in Booklet with a page showing we have the attorney's approval when the job is completed.

Budget

Software installation price hasn't changed. Flooding in Thailand has added \$1,000 for the server. For the Town, it's best to show the different computers and software. Need to explain why the computers cost so much. Library installation is unique, and the installer also works for the Meredith Library. This is the first time we have asked the Town for computer money. Maintenance has become too great on our old computers. The Library has very specific needs and updated software. The Selectmen have not flinched at the price. Network Server, Staff computer and circulation and 3 public computers. If the cost is approved by the Town Meeting, installation would be done in April.

Ancestry.com for the Library is \$100, and we agreed to pay it. It is for use only in the Library.

The Budget is accepted as presented. Bess m; Karin s/Passed unan.

Motion to adjourn at 6:23 pm by Bess, Seconded by Karin; Unan. Passed.

Submitted by,

Jo Morse, Secretary