

James E Nichols Memorial Library
35 Main Street, Center Harbor NH
November 28, 2016 @5pm
Cary Mead Room, Town Hall

Present: Trustees : President Helen Heiner, Kevin Desmond, Sarah Heath, Karin Karagozian, Alternates Lynn Allen and Jessie Foley, Librarian Jon Kinnaman, Guests: Center Harbor Energy Committee Representative Annette Nichols

Meeting: called to order at 5:00 pm.

September 26, 2016 Minutes were reviewed and approved as presented. Kevin m/Karin s./unan. passed.

Budget—Sarah Heath

Repairs are for the back screen door @\$160.30.

Motion to accept Treasurer's Report: Kevin m; Jo s/unan. passed.

Sarah presented our Annual Budget. She went to the Selectmen who agreed to our Budget. We are budgeting \$1,402 more than last year, with the greatest increase in salaries. Next year we won't know what the Trust money amount will be. Can't spend it if we don't have it.

Librarian's Report—Jon Kinnaman

October-November period had the fewest circulation of materials and visits.

A non-fiction Book Group is still a possibility.

Old Business:

Jon's office chair has been ordered.

Policy Committee

Credit Card Policy. Sarah talked to Robin about its use; agreed only for something unusual that isn't credited to a regular account. Anything else would need Trustee approval. Need a policy first.

New Business:

Cancel December Trustees' Meeting unless the Energy Committee needs us to make decisions.

Combined Energy Commission and JEN Library Trustees Meeting

Cary Mead Room @5:30 pm.

Present: Energy Commission Chair Annette Nichols, Chris Williams and Bernie Volt and the above Trustees

We are opening the proposals from bidders on the Library lighting. Consolidated Electric Distributor's new bid is \$26,148; Needham \$27,142.

Installation bids: TNT Electrical \$3531 with unit pricing; Kowalski \$6420 with whole project pricing.

At this point, Annette says she needs to check the bids to see that they bid on all our requests. If they did, we will go with Consolidated for equipment and TNT for installation. Energy Committee would pay for 60% of the total bill, \$17,820. We would need to pay \$12,017.

Wednesday evening Annette hopes to go to the Selectmen with Helen or Sarah to explain the project and its cost.

We need to agree to the bids. We don't know the amount. Annette needs unit pricing from TNT and will call them tomorrow.

Kevin moves that we approve up to \$15,000 for the project. Karin seconded the motion. Vote unanimous in favor.

Sarah asks will the Energy Committee verify that the work is done properly? Annette says yes, that that is part of management.

Meeting adjourned at 6:30 pm. Next Trustees' Meeting is January 23, 2017

Submitted by

Jo Morse, Secretary