

# Philbrick James Library

## Meeting of the Board of Trustees

August 3, 2009

Present: K. Berglund, C. Carr, E. DeCota, G. Doane, A. Draper, C. Libis

Commenced: 7:10 P.M.

Public Comment: None

Secretary's Report: Corrected for June 1, 2009 date to July 6, 2009 then accepted

Treasurer's Report: Claudia reported on the checking and special building fund accounts.

Librarian's Report:

Evelyn explained that the FEMA agreement provided for the funding of the French drains.

Reimbursement check for Squam Lake membership received from the Friends. CHIL'S meeting set Thursday Oct.15, 2009 in W. Lebanon, Evelyn will be attending. The fee and mileage stipend was approved.

Epsom Trustee's Meeting is to be held on Monday Sept. 14, 2009 at 7:00 P. M. Evelyn, Claudia, Chris, Kathy, Alex will attend.

Technology:

Programs:

Summer Reading Program 's Grand Celebration is scheduled for Tuesday Aug. 18, 2009 at 6:30 P.M. at the library. There is a sign-up sheet.

Jeanette Winslow's Surprise Retirement Party is Sat. Aug.29, 2009 at 10:00 A. M. at the library. The Friends will provide food, drinks, and paper goods. The Trustees will give a \$50 Gift Certificate to Newick's. A bouquet and corsage and card will be made for Jeanette.

Eighteen 6<sup>th</sup>- 9<sup>th</sup> graders are participating in the 4-H Babysitting Clinic.

Old Business:

Custodial assistance from the Trustees is needed until new help is hired.

Evelyn will send janitor applications to Human Resource Office.

Lift Update:

- The threshold was removed by Bob Mann
- Progress is on hold until the lift actually arrives
- 2 used doors being used not esthetic, but functional
- The library was being left unlocked, the contractor was contacted
- Electric work completed in two days

A new library assistant will be hired. Evelyn will write a new job description for the position. The job will be for 10 hours per week paying \$10 to \$12 per hour. The new library hire is on the Selectmen's agenda for Aug. 25, 2009.

The new budget is being submitted to the Selectmen with brief explanations to the changes in the budget for this coming year.

A discussion of energy policies included: caulking and weather stripping, insulating blinds or curtains, 3 quotes need to be submitted.

New Business:

Next Meeting: Oct. 5, 2009

Adjourned 8:55 P.M.

Respectfully submitted,  
Alexandra Draper