

## Lanpher Memorial Library Trustee Meeting

August 13, 2019

4:00 PM

**Board Members In Attendance:** Chair: Ken Geiersbach, Treasurer: Jim Noyes, Emily Dearborn, Fran Aronovici, Library Director: Amy Olsen, Secretary: Melanie Dickinson

**Others in Attendance:** Friends Liaisons: Jack Wool, Diane Szlachetka

**Friends Report:** Diane shared more information about the "pull up a chair" fundraiser.

**Secretary's Report:** Emily made the motion to accept the July 9, 2019 minutes as written. Motion was seconded by Fran. All in favor.

**Treasurer's Report:** After meeting recently with Ron Rodjenski, Jim explained changes which we will see in next month's report which the town clerk's office will be recalculating and making corrections. He will continue to make sure the Reserve Fund has been set up. Jim handed out materials to review and to be discussed at the next meeting regarding options for the new reserve fund and voters' annual appropriation. The Board will invite Ron to the October meeting to discuss these options.

**Librarian's Report:** The numbers for the downloadable audio and ebooks were much higher this month. Amy's report shared the many conferences she will be attending and presenting at during the months of September and October. She has worked out subs for days she will not be at the library.

### **Old Business:**

- Roofing Progress Update: Emily reported that Craig Fowler has completed the roof but will be returning to finish up a few areas. She will contact Tony Wiley that he may begin his roof work.
- Salary Committee Update – No update at this time.
- DQSH Program Update – Amy is all set for Saturday, August 17<sup>th</sup> for the DQSH. She is looking for a good turnout.
- Basement Committee Update - The Basement Committee has suggested that both downstairs rooms be completed with ceiling, walls sheet rocked and flooring. They will meet again with Stephen Martin for a new estimate for both rooms.

### **New Business:**

- Book Sale Prep – On September 21<sup>st</sup> at 10:00 we will begin setup for the book sale. Amy will ask for volunteers in FPF. She will bring the tent for the cashier table. Tables will need to be picked up. Fran and Melanie will begin boxing books in September.
- Annual Appeal Committee – The committee has met and agreed to send out through the post office a mailer. Letters will be sent to those who donated this past year. Ken will send proposed letter to the Trustees for approval at the September meeting.
- Library Passport Reports - Amy and Melanie will report at the September meeting.

### **Agenda Items for Next Meeting**

- Discuss Options for Accounting and Annual Appropriations
- Salary Committee Report
- Approve Annual Appeal Letter
- Discuss mailing of Annual Appeal Letter
- Begin Budget Prep
- Set up time for Ron to meet at the October meeting

**Adjourn:** Emily made the motion to adjourn the meeting and seconded by Jim. All in favor. Meeting was adjourned at 5:24 PM.

**Next Meeting: September 10, 2019**

