

TUFTONBORO FREE LIBRARY MONTHLY TRUSTEE MEETING
Minutes of August 14, 2008

Present: Trustees: Tina Antonucci, Liese Gauthier & Mary Ann Murray
Librarians: Lindalee Lambert & Christie Sarles
Guest: Daniel Coons, Insurance Adjuster

1. **Approval of July Minutes-** The minutes were accepted and approved unanimously and will be posted on the website.
2. **Treasurer's Report for July-**There was a substantial increase in the heating costs and July and August bills have been combined. There has been a \$400.00 savings in phone charges due to the change in the plan. The savings account again dipped below the \$250.00 minimum due to fees charged. Liese has spoken to the bank and the fees will be refunded. Lindalee suggested that we deposit \$300.00 to avoid this problem. The bank will not be charging these fees anymore. Liese deposited the \$10,000.00 in two checks. The first was for \$1,000.00 and the second \$9,000.00.
3. **Librarians Report-** July was the busiest month on record. The adult DVD's circulation was most notable. 1,016 DVD's circulated and the collection is a little over 600. Christie mentioned that both librarians felt badly that they had not done outreach during the month of July due to the pressure of trying to run the auction. Usually they visit the three daycare people in town, Rhonda Carpenter, Cilla Finch and Phoebe Van Scoy-Giesler. Mary Ann suggested that next year they could visit the 19 Mile Bay Beach with books and a story. This suggestion was well received and further discussion will take place before next summer.
4. **Library Operating Budget-**This matter was tabled until the September Meeting when more information will be available.
5. **a. Storm Damage Report-** There was a \$244.00 bill for labor and putting the tarp on the damaged roof. Liese will pay Ron LaBranche. Dan Coons, the insurance adjuster, came in and discussed the damage a brief recess took place while Lindalee and Dan viewed the damage. Dan Coons will write the estimate and speak to Ron about doing the work. There are several trees down from the storm on the path to the school. Tina Antonucci will speak to Carolyn Sundquist, the Selectmen's representative to the Trustees regarding the handling of these trees.
b. Staffing-The librarians commended the staff for their extraordinary efforts during the Auction. They worked especially hard and kept the library running smoothly. Karen Mahoney has been hired to work on Saturdays to fill in for the two high school students who are returning to school. A new staff member needs to be hired and be able to work two full days from 10AM-5:30PM. Lynn's hour will need to be cut in order to make this happen. Dennis Guilmette sent a letter of interest and a resume which was shared with the Board. The librarians will contact him.
A motion was made to purchase flowers to recognize the efforts of the staff during the auction. The Trustees agreed to present the bouquets on Thursday at 1:30 when all staff will be present. Tina will take care of the flowers.
c. Future Fundraising-Structuring the Librarians' and Trustees' Time-Discussion centered on the upcoming Annual Meeting of the Friends of the Library. Concerns were what is happening with publicity and organizing the luncheon. Christie agreed to contact the Friends of the Library and check on their progress while offering to make the tickets and posters. There are two of the author's books available for circulation.
d. Friday Children's Programs January through March- There was a brief discussion regarding the possible change of the school calendar and its affect on the library. Nothing can be decided until the School Board votes.
e. CIP Meeting-The Trustees will all attempt to meet with the CIP Committee on Wednesday August 20, 2008 at 6:00 PM.
6. **New Business-** The meeting time was changed to 4:00PM to accommodate all present. This will help the Librarians and the Trustees.

Meeting Adjourned at 4:35 PM

