

**TUFTONBORO FREE LIBRARY MONTHLY TRUSTEE MEETING
MINUTES OF FEBRUARY 14, 2008**

Present: *Trustees:* Carolyn Sundquist, Tina Antonucci & Liese Gauthier
Librarians: Lindalee Lambert & Christie Sarles

1. **Approval of January Minutes** - The minutes were approved unanimously & will be posted on the Library's website.
2. **Treasurer's Report for January** - The Heat line item will be corrected to remove maintenance costs. The savings account will become the Building Fund savings account. Liese will have the proper amount put into the savings account at the bank. Christie and Lindalee track donations by spreadsheet now; they will submit a copy in their future librarian's reports.
3. **Librarian's Report** - Lindalee reported that monthly circulation was 3,380 (vs. 2,994 in 2007). Keith Garrett is working on an internet policy "pop-up" for the computers. The internet policy was reviewed. Christie and Lindalee will fine-tune it. Penny Garrett's last day is tomorrow. She is leaving for a position at the Laconia Vo-Tec. Christie reported that they have a potential candidate to fill most of her hours but another person will need to be hired to fill the remainder as the other staff does not want additional hours. This candidate has excellent people skills, will be a good fit with the current staff & wants to work Saturdays. There will be an area librarian retiring in Sept. The librarians will keep that avenue open. Lindalee presented the completed quilt at the meeting. The Library block is wonderful. Lindalee and Linda MacDonald will meet to finalize the details of the quilt raffle fundraiser. Sally Anderson came up with the idea of a Dig on Demand plant sale fundraiser. Donors to date are Sally, Christie & Lindalee. We are seeking additional donors. Jeremy Hodgdon did the plantings here at the library. Christie advised that he is willing to walk the grounds with us to determine what plants we have and what can be moved to the new library site. Christie and Lindalee will review the closing procedures. Carolyn signed us up to be included on WMUR TV's closing list. Christie and Lindalee will be attending a Vendor Day on April 1st sponsored by the NHLA.
4. **Old Business**
 - a. **Policies review/proposed changes** - Revisions to the current policy were reviewed & discussed. Final proposed revisions will be discussed at next month's meeting.
5. **New Business** - Trustees will review the revised NHLTA Library Trustees Manual for discussion at the next meeting.

Next Meeting March 13, 2008 at 3:00pm

Respectfully submitted,

**Tina L. Antonucci, Secretary
Tuftonboro Free Library Trustees**