

**TUFTONBORO FREE LIBRARY MONTHLY TRUSTEE MEETING
MINUTES OF OCTOBER 11, 2007**

Present: *Trustees:* Carolyn Sundquist, Tina Antonucci & Liese Gauthier
Librarians: Lindalee Lambert & Christie Sarles
Guest: Tom Wallace (architect)

1. **Approval of September Minutes** – Carolyn Sundquist noted that Section 6a. of the September minutes should be clarified that two professionals were consulted. The minutes were approved unanimously & will be posted on the Library’s website.
2. **Treasurer’s Report for September** – Liese Gauthier reported that \$8000 was transferred from savings to checking & \$8000 was transferred from checking to PDIP. We are considering moving an additional \$5000 from checking to PDIP.
3. **Librarian’s Report** – Christie Sarles reported that September put us over the total circulation for 2005. The statistics are now in Microsoft Excel. SEA to Z of the Adult Fiction section (almost 1/3 of the alphabet) has been moved into the Hamel Meeting Room. Lindalee Lambert reported that The Friends of the Library’s new President is David Lee. He wants to set goals for the FOL for the year. He will be preparing a list & a membership letter seeking donations for the Building Fund. Some of his fundraising ideas include a raffle/silent auction & a benefit concert. Greg Heppe suggested the concert idea & offered to contact other musician friends.
4. **Old Business**
 - a. **Bylaws approval** – The Bylaw changes proposed at the September meeting were approved unanimously.
 - b. **(Investment policies and conformance to RSA 31:25)** – Tabled to a future meeting.
 - c. **(Policies review/proposed changes)** – Tabled to a future meeting.
5. **New Business**
 - a. **Future issues** – Tabled to a future meeting.
 - b. **2008 budget due 10/29** – The Selectmen advised that the 2008 Budget is due October 29th. Lindalee Lambert & Christie Sarles presented a draft budget/work in process. Discussion followed. The budget will include \$81,101 for salaries (a 3.9% increase). In 2007, \$5,000 was received from the Hurlburt Trust which is substantially higher than the normal \$1,000. The Trustees need to find out anticipated amounts from the Hurlburt Trust, HOPPIN Fund & the Tomb Trust.
6. **Building Project**
 - a. **Tom Wallace** – Tom Wallace reported that he left a message for Peter Cooperdock to keep the septic in the island area. Carolyn Sundquist will check with Peter re: the septic design progress. Tom presented his reworked Project Cost Estimate. The correct square footage is 9475. Construction costs have increased 5% over the last 12 months. The contingency % is lower as we are further along in the process. The revised Project Cost Estimate is \$2,056,600 (1.8% increase). Christie Sarles brought up concerns (heat loss, dirty windows & spider webs) that have been voiced to her re: the cupola at the Town Office. Special consideration will be given to prevent heat loss including a ceiling fan. Tom will finish working on the updated drawing of the new building.
 - b. **Wine & Cheese recap** – The turnout was low. We are uncertain if people actually want to be at this type of gathering to speak with us. We are also concerned that people did not attend as they thought we were asking them to bring their checkbook.

- c. **CIP update** – Christie Sarles reported that the CIP’s recommendation will be for the Library to go to Town Meeting in 2009. The first bond payment of the 15-year bond will be due in 2010. The CIP’s recommendation is that the Library fundraise the estimate first payment of \$239,000. The CIP’s report will be complete next week.

Next Building Team meeting October 25, 2007 at 4:00pm.

Next Trustees Meeting November 1, 2007 at 3:00 PM.

Respectfully submitted,

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