

**TUFTONBORO FREE LIBRARY MONTHLY TRUSTEE MEETING
MINUTES OF NOVEMBER 1, 2007**

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

1. **Approval of October Minutes** - . The minutes were approved unanimously & will be posted on the Library's website.
2. **Treasurer's Report for October** - Liese Gauthier advised that her report was not complete due to the early timing of the meeting since the bank statement has not been received yet. It was noted that Tom Wallace (architect) & FH Antonucci Inc. (test pits for septic design) should be paid from the Warrant Article funds. Liese called AT&T & obtained a new telephone rate of 6.9¢ a minute. She will look again at the next phone bill when it comes in.
3. **Librarian's Report** - The circulation is only 103 less than the 2006 year end circulation. Christie & Lindalee reported that they met with Tucker Library & obtained a quote of \$1,145 for additional shelving for adult non-fiction. This was put in the 2008 budget but will be ordered now since the lead time is 8-10 weeks. Notice of availability of a website upgrade was received. If ordered by 12/1 the cost of \$600 is reduced to \$325. It was agreed to go ahead with the upgrade due to the value of the new features. The upgrade will be paid out of the HOPPIN fund. A new book truck will be ordered for \$314 plus shipping. A new truck is needed up front as one is being used in the book sale section. A \$5000 donation was received from the Eglemere Foundation. Three of David Lee's paintings have sold.
4. **Old Business**
 - a. **2008 Budget** - Christie Lambert reported that our budget allocation meets the ALA (American Library Assoc.) guidelines. The ALA guidelines are 60% salaries, 20% collection & 20% all else. Our allocation is 58% salaries, 22% collection & 20% all else. Gifts, grants & donations are budgeted at 11%; usually they are around 10%, while 2007 was around 17%.
 - 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. **Interest income on appropriated funds** -Discussion followed re: correspondence received from the State Library Association.

Next Trustees Meeting December 13, 2007 at 3:00 PM.

Respectfully submitted,

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