GALE LIBRARY

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**Established** **1892**

**16 South Main Street**

**Newton New Hampshire 03858**

**(603) 382-4691**

**DATE: Wednesday, February 12, 2020**

**LOCATION: Gale Library, 16 S Main Street**

**MEETING MINUTES**

1. Call to Order: 10:00 a.m.
2. In Attendance: Lynne Camp, Chairperson; Kathy Meserve, Treasurer; Terry Caswell, Director; Betty Bufano, Alternate Trustee/Acting Trustee.
3. Minutes from the Previous Meeting (January 8, 2020):  **Kathy moved to accept the minutes. Betty seconded the motion, which passed unanimously.**
4. **Co**rrespondence and Communications: Terry distributed copies of articles from the Boston Globe and The Eagle Tribune that Lynne had brought in supporting local libraries.
5. Library Director’s Report: Kathy **moved that we accept the Director’s report as written**. **Lynne seconded the motion, which passed unanimously.**
6. Treasurer’s Report: Lynne **motioned to accept the Treasurer’s report as written. Betty seconded the motion. The motion passed unanimously.**

Unfinished Business

1. Facilities Maintenance: Terry reported that the carpets are due for a cleaning and she is getting quotes for the work.

The certificate of insurance for the general cleaning service has been renewed. The fire alarm system has been upgraded to radio based.

1. Budget Review Meeting with the Board of Selectmen:: Lynne and Kathy attended a Budget Review Meeting on January 15, 2020 with the Board of Selectmen. It was decided by the BOS to let the voters decide on the proposed town budget.

New Business

1. Deliberative Session February 1, 2020: Kathy and Lynne attended the Deliberative Session where there was a warrant article for funds to replace the library flag pole. This warrant was not submitted by the library trustees and Lynne spoke requesting that the warrant be amended to remove the words "as proposed by the library trustees". This amendment passed, but the warrant article cannot be removed.
2. The Interlibrary Loan policy was discussed and amendments proposed. We will vote on and sign this policy next month.
3. Kanopy Streaming Review: This item was tabled until next month.
4. Survey Review: This item was tabled for next month.
5. Webinar Review: Lynne reported on the ALA webinar "Recruiting Younger Board Members for Trustees, Friends and Foundations". There were some interesting ideas, but many of the suggestions were not applicable to our library.
6. Alternate Trustee Review: Terry is working on identifying possible alternate trustees.
7. Friends News: The friends had a successful bake sale at the February 11, 2020 primary election.
8. Acceptance of Donations – Patrons $3.15/Books: Lynne moved that we accept donations from patrons of $3.15/ Books. Kathy seconded the motion and it passed unanimously.
9. Monthly Invoices Review and Initialing: Review and initialing of invoices was done at this meeting.
10. Next Trustee Meeting: Wednesday, March 11, 2020 at 10:00 a.m.
11. Meeting adjourned at 11:51 a.m.

Respectfully submitted,

Betty Bufano Alternate Trustee/Acting Trustee Secretary