

LIBBIE A. CASS MEMORIAL LIBRARY
TRUSTEES MEETING
Minutes from meeting 11-24-14

Meeting was called to order Monday 11-24-14 at 6:05 P.M.

Art Bobruff, Babara Cooper, Joyce Guinther- Trustees, Steve Klein - Librarian were present. Roll call took place and the agenda for the 11-24-14 was approved. Minutes from the last meeting 10-28-14 were approved with a minor correction.

OLD BUSINESS

Confirming the final wording on the Mission Statement which was approved with a final adjustment for the word (along) in the test to the word (together).

TO DO LIST

STEVE

1. Jen Roberts is interested in the reading program at the library.
2. Was not listed on the agenda sheet for 11-24-14
3. Tamara did send out notice on LWV on the library website
4. Did not talk to Janet Hendl if interested in becoming an alternate trustee
5. Did contact CJP and reported to the trustees his findings
6. Inventory on quicken submitted for trustees review (spreadsheet)
7. Pixie will have a column for the food drive, will contact Caye 11-25-14 for details
8. Did not look at Library Director evaluation form
9. Asked Terry Knowles about trustees investing (can invest)

BARBARA

1. Got bin for food drive and notified church people that the food drop off place is at the library
2. Up-dated the mission statement with changes from the 10-28-14 meeting

ART

1. Particular person in mind to do a reading program, (delete as of 11-24-14 meeting)
2. Present outline of spreadsheet to trustees to review, which was done

NEW BUSINESS

Update from CIP meeting - Librarian and Trustee not agreeing on dollar amount for 2015 budget, was discussed at this meeting and agreed on a dollar amount which will be presented at the Selectman's 12-1-14 meeting

REPORTS

Committee : Friends of the library update. No one present at this meeting, therefore no report.

LIBRARIAN'S REPORT

Steve was in contact with a electrician regarding adding outlets to the library. He will be sending a written estimate on this subject. Also was suggested by the electrician that a projector/table model with tripod screen, instead of on the wall would be best. Kathy Mason is working on outside sign cost of \$15.00 which she will be reimbursed by the library. Hayden Keene put the library's catalog on line. Jessalyn and Lynnette for new programs, 1) Board games 2) Reading program which would not start before January 2015.

FINANCIAL REPORT

TYPE OF ACCOUNTS	NAME OF BANK	CURRENT BALANCE
Operating expense Tax Money	Lake Sunapee	\$4,209.00
Copy & Fax Fees Plus General Donations	Lake Sunapee	\$1,982.00
Scholarship Fund consist of: Book Sales Donations specified	(1) Mascoma	\$22,000.00
CD Account	(2) Mascoma	\$29,000.00

Note- Lake Sunapee (operating) as of 10-15-14, Copy/Fax as of 11-2-14 and Mascoma Scholarship Fund as of 10-31-14

Note: As of this meeting the CJP Advisors account will not appear in the financial report any more since it is not a library managed assets.

ACTION ITEMS

Steve's to do list

- 1). For the year 2014 - January thru including December to put the figures on the spread sheet and give a copy to each trustee at the January 2015 meeting.
- 2). See Janet - Selectman's meeting for the trustees

Art's to do list

- 1). Talk to Janet on Steve's salary and town employees
- 2). Investigate investment policies

Barbara

- 1). None for this meeting

Art motioned that the meeting be ended, Joyce motioned second for approval

Meeting was adjourned at 8:00 P.M.

Next meeting on Tuesday 12-30-14 at 6:00 P.M.

Respectfully submitted

Joyce Guinther (Secretary)