

**LIBBIE A. CASS MEMORIAL LIBRARY
TRUSTEES MEETING**

Minutes from meeting 12-30-14

Meeting was called to order Tuesday 12-30-14 at 6:09 P.M.

Art Bobruff, Babara Cooper, Joyce Guinther- Trustees, Steve Klein - Librarian were present. Roll call took place and the agenda for the 12-30-14 was approved. Minutes from the last meeting 11-24-14 were approved with a minor corrections.

CORRESPONDENCE

Since the last meeting donations were received during the month of December 2014, they were as follows: \$30.00 Donation towards the scholarship fund also \$75.00 for the scholarship fund. Also a subscription to Northern Woodland Magazine for one year was donated.

OLD BUSINESS

Steve's to do list

2) Saw Janet - Selectman's meeting for the trustees 1-12-15 on long range budget

Art's to do list

1) Talk to Janet on Steve's salary and town employees

2) Investigate investment policies - stock/bonds, Fidelity Bank, mutual funds - to be discussed at the January meeting

NEW BUSINESS

Letter received on Dec 9 (dated Nov 20) from Plodzik & Sanderson refer "Independent Auditor's Communication " which will be discussed at the January meeting.

Special notice to trustees and library director- being discussed at the January meeting.

Art handed out the spreadsheets on Mascoma's Scholarship Fund account and Lake Sunapee's day to day accounts, which will be reviewed by the Trustees & Librarian and any questions or discrepancy's they find will be brought up at the January meeting. Also Art brought an article from the Kearsarge Shopper on Claremont Savings Bank (which is attached to these minutes.

TOWN'S AUDIT WITH THE LIBRARY - Further issues if any will be discussed at the January meeting.

President of the library trustees Barbara Cooper contacted the designated selectman for the library to inform him about the recent letter received from the auditors of the town records citing deficiencies in certain library records and procedures. We were told by the selectman that we should only meet with him if there are issues concerning our budget. Nevertheless, the trustees decided to appear at the next selectmen's board meeting to inform the full board of the letter and our planned follow -up. Any further issues will be discussed at the January meeting.

REPORTS

Committees: Friends of the Library update- no updates at this meeting.

LIBRARIAN REPORT

Steve suggested that the library's meeting should be changed from the last Tuesday of the month to the first Tuesday of the month. It was not agreeable to make this change

therefore the library's meeting will remain on the last Tuesday of each month. Steve spoke to Mascoma Bank about the \$2.00 monthly fee, which pertains to the accounts debit card which we do not use. They did not as of yet waive the monthly fee. Steve contacted Sugar River Bank they clearly stated they would not charge us their monthly fee. Laura Patten chooses not to volunteer any more. Ericka who is a senior in high school would like to take the place of a volunteer. Jordan Patten is capable for Thursday to fill in but would need more training. Trustees and the librarian were discussing this issue at this meeting, nothing has been decided at this time. Dick Hendl has made book shelves for the library which are being used to display more books. Steve contacted Janet Booker at the Historical Society in reference to the wood table and four chairs with cushions to find out if they belong to the Historical Society or Libbie Cass Library. This took place many years ago and are looking into this situation. Library does not want to keep them if they belong to the Historical Society. Kris Lee contacted the High School (SAU) in reference to obtaining a projector for the library. Since the Friends of the library mentioned about getting a pole lamp, Steve plans to check with the president of the Friends of the Library on the update of the pole lamp.

FINANCIAL REPORT

TYPE OF ACCOUNTS	NAME OF BANK	CURRENT BALANCE
Operating expense		
Tax Money	Lake Sunapee	\$2,218.00
Copy & Fax Fees	Lake Sunapee	\$1,982.00
Plus General Donations		
Scholarship Fund	(1) Mascoma	\$22,197.00
consist of:		
Book Sales		
Donations specified		
CD Account	(2) Mascoma	\$29,000.00

Copy & Fax account as of 11-30-14, Mascoma Scholarship Fund as of 11-28-14 and Lake Sunapee Operating expense as of 12-15-14

ACTION ITEMS

Steve's to do list ---- none ??

Art's to do list

- 1) Contact LPL - to be discussed at the January meeting
- 2) Talk to Janet -

Barbara's to do list

1) Draft reply before 1-12-15 (Selectman's meeting)

Meeting was adjourned at 7:08 P.M.

Next meeting on Tuesday 1-27-15 at 6:00 P.M.

Respectfully submitted

Joyce Guinther (Secretary)

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