

LIBBIE A. CASS MEMORIAL LIBRARY
TRUSTEES MEETING

Minutes from meeting 4-30-13

Meeting was called to order Tuesday 4-30-13 at 7:00 P.M.
Barbara Cooper, Joyce Guinther, Art Bobruff and Steve Klein were present. Minutes from the last meeting 3-26-13 were approved with corrections.

The check from Charlie Nulsen of \$1,000.00 sponsoring the Race Around The Lake for the Scholarship Fund was received and deposited in Mascoma Scholarship Fund.

Financial Report

Investment accounts at CJP \$60,000 advisor, CD account of \$29,000 belongs to the library, investment account the library does not control, Steve can change but no action taken at this time. Library can invest 10%, 4% of funds give out but saying no at this time. An amount of \$3,000 can be taken out each year so it doesn't lower principal. Library Trust Fund for the benefit of the Library unchanged.

TYPE OF ACCOUNTS	NAME OF BANK	CURRENT BALANCE
Operating	Lake Sunapee	\$9,600.00
Operating for copy & fax fees	Lake Sunapee	\$725.00
Scholarship Fund	Mascoma	\$4,650.00
Investment Account	CJP Advisors	\$60,000.00
CD Account	Mascoma	\$29,000.00

Librarian Report

Steve announced he will be away on vacation from Thursday 5-2-13 thru 5-12-13. Sally Allen usually fills in for Steve while away but this time she was unable to. Happy Callaway who is a back-up also at this time could not fill in. Steve was able to get Janet Hendl who he is training in addition to regular library routine, also to check e-mails, and response to inter library loans. Steve also mentioned the library is getting new volunteers to fill in for. Sarah who is a patron of the library, records showed she had books overdue, but she informed us that she never took them out. Apparently someone else (who we can not identify) used her library number. So to avoid this from happening in the further Art suggested we give Sarah a new number and by doing this will avoid a problem in the

future. Steve also brought up the Fells nature program which was to take place on 4-27-13 at the library. Unfortunately the program was not a success, nobody came because of a miscommunication of the starting time. Barbara mentioned that Caye Currier Friends Of The Library will be at the next meeting which will be 5-28-13. This meeting will be open to the public, notices will be posted in the Town Office, Post Office and also in the paper.

Old Business

Steve is still looking into purchasing a vacuum cleaner for the library. Art found out that the tee shirts price of \$7.00 is a good price.

Action Items

Art was going to find out what the penalty would be for early withdrawal from the CD account rating change and top least risky. Art spoke with Terry Knowles -- Private funds not controlled by Trust of Trustee's \$29,000 we can invest up to 10% in any one somewhat risky investment which is defined as having the highest rank in its category of investments - and as many of those as we want. Steve said he received a call from the high school that only three students will be applying for a scholarship--trustee's to discuss / decide how funds should be distributed at the next meeting. Also at the next meeting discussion of the following will be brought up, mass mailing to support the library. Design of the tee shirts for the Ramble Around The Lake should have sponsors names on them, also how should they be laid out on the shirts. Amounts of the donations received should be acknowledged on the library stationary. Performance evaluation for library employees will also be discussed. Libraries do not want to be 501C, but Friends of Library want to be 501C will also be brought up in next meeting for further discussion. Library thank you note stationary was given to Joyce from Steve to be sent out for book donations which were given to the library by patrons. Joyce and Barbara will be attending the NHLTA Spring Conference and Annual Meeting on May 20, 2013 in Bedford, New Hampshire

Meeting was adjourned at 8:15 P.M.