

MINOT SLEEPER LIBRARY TRUSTEES MEETING

NOVEMBER 12, 2013

4 PM

Members present: Wendy Costigan, Roger Nichols, Barbara Greenwood, Archie Auger, George Corrette, Rosemary D'Arcy , Lucille Keegan absent: Shirley Yorks, Ann Fitzpatrick

Librarian: Sharon Warga

1. Secretary's report accepted

2. Treasurer's Report

- Checking balance \$6592.84
- Investment Pool \$34,106.00
- Stock portfolio \$57,258.00
- Capital fund \$4776.50
- Trustees book fund \$1278.70
- Balance of the landscaping fund \$599.74
- Unencumbered balance in the checkbook \$4714.40
- Income generated by copies and fines for the month of October \$169.42
- The \$12,075.00 refund for the solar panels has been received and will be deposited in the stock portfolio.
- The current T.D. Bank checking account is a Municipal Choice Solutions account which has no monthly fee and no minimum, balance and it seems to be very appropriate for the library.

3. Librarian's Report:

Sharon reported on upcoming events for December. The Friends are purchasing a Christmas tree and lights for decorating. The tree will be decorated with "Wish List" items.

Sharon reported that the library can accept tax exempt donations through 170A-1.

The Select Board voted on continuing the current health insurance plan however they also voted to increase the employee contribution to 10% of the premium.

The trustees discussed this and have decided to make up the difference for Sharon. Wendy will get clarification of how to do this from Michael Capone.

4. Correspondence:

- Thank you notes were received from some of the Friends for the Appreciation Lunch.
- We received a notice form PARIA that the annual dues are due. **Roger moved to pay the \$75. Barbara seconded. Motion approved.**

5. Old Business:

- Solar project: The rebate has been received.
- The library table has been taken to Peter Browns for restoration.
- Basement clean up. The Friends have boxed up their books. Sharon will contact the town to have the closet where there is evidence of rodent invasion cleaned out. There is a problem with moisture on the floor at the bottom of the stairs. The carpet needs to be removed and the cement sealed. The rolled up carpets in the basement have been cleaned and some placed up stairs. Sharon would like to offer the remaining ones for the town office building. **Archie made a motion to donate rugs to town office building. George seconded and motion accepted. Lucille made a motion to donate excess building materials to the Habitat for Humanity Restore in Ashland. Roger seconded and motion approved.**
- Land: Archie suggested that the Friends and the Trustees ask the Town to accept the land to hold for Trustees in order to avoid paying taxes. **Rosemary moved to authorize Archie to represent the Trustees to go to the Select Board to discuss transferring the land to the Town to be held for the Trustees until sold with proceeds to go to the Trustees. Roger seconded and the motion was approved.**
- A revenue report will be generated to have available for the public.

6. New Business:

- Sharon presented an "After Hours Alarm Response" policy. **Roger made a motion to accept the "After Hours Alarm Response". Wendy seconded and the motion was approved.**
- Wendy has contacted a PSU professor in regard to the birds. He will take a look at them to determine their condition and if they are a something the University could use.

Next meeting: December 9 at 4 PM