

Wilton Public and Gregg Free Library
Trustee Board Meeting Minutes
October 14, 2016

The meeting was called to order at 8:00 a.m. Attending were Library Director Pat Fickett, and trustees Nikki Andrews, Ron Brown, Alison Meltzer, Molly Shanklin, Lynne Stone, and Mary Ellen Brookes. Youth Services Librarian Stephanie Loiselle arrived at 9:40. Trustee Helen Dalbeck and alternate trustees Sandy Perfito, Richard Rockwood, and Jan Woodard were absent. Town Administrator Scott Butcher and Friends of the Library president Deb Mortvedt were invited guests.

Minutes - approved as amended (Molly, Nikki)

Treasurer's report – approved (Ron, Lynne)

We are waiting for several companies to submit their bills for the work which has been completed. Moved by Lynne and seconded by Ron: **that we accept the restricted donations of \$352.98 and unrestricted donation of \$12.00 for September.** The motion passed.

Director's report - approved (Molly, Nikki) - The soil erosion on the front lawn has been fixed.

Friends of the Library report

Deb reported that the Friends are planning a membership drive. She also mentioned their donations of a sound system, a banner, the cost of the fall brochures, and their sponsorship of the NHHHC program on October 19. The trustees thanked her and the Friends.

Policy Manual update working group

Molly, Nikki, and Mary Ellen volunteered to work with Pat on this project.

Email server

Scott Butcher and Pat explained the legal issues involved and the changes that must be made.

Investment policy questions

At 9:00 a.m. Susan Martore-Baker, Julie Alix, and Eric Jussaume of Cambridge Trust Company of New Hampshire arrived to discuss our portfolio. They answered our questions, explained their procedures, and suggested revisions. The resolution was signed.

Janitorial/maintenance position - all agreed that one was needed. Will be discussed.

IT support requirements - discussion continues

LaPonsee bequest

The distribution will occur in January, 2017. Pat recommended Terry Knowles presentation of "The Other Money."

Memorandum of understanding between library and town

Pat, Ron, Alison, and Lynne will work on the memorandum. It should be in place by April.

Old business - covered in earlier discussion

New business

The library will participate in "The Haunting of Wilton" on Saturday, October 29.

The meeting ended at 10:07 (Molly, Nikki).

The next meeting of the trustees will be on Friday, November 11 at 8:00 a.m.

Mary Ellen Brookes 10/14/16