Meeting Minutes
April 21, 2014

Trustees attending: Robert Gilbert, Doug Mansfield, Eugene Orcutt, Don Petterson
From the Library: Betsy Solon
Others: Alternate Trustee Jim Clark

- Before calling the meeting to order at 6:50 pm, Bob informally described the efforts coordinated by Brentwood’s Conservation Committee to solve the library’s problems caused by major rainstorms. Channeling the water’s exit and partially purifying it with a new holding pond and water garden are being planned, and a corollary benefit will be to control the gradual erosion of the hillside rocks. Latter, after nearly 10 years, could threaten the stability of the hill. Grant money is available, but Conservation must prioritize usage among several areas in town.

- March 17 meeting minutes were accepted unanimously, after being amended to identify Don Petterson as Treasurer, not Jim Clark.

- Betsy noted that Brentwood had underpaid the quarterly budgeted remittance by $300, perhaps using 2013 figures. She and Karen Clement will do the necessary repair.

- Treasurer’s report was reviewed and Jim’s motion to accept it was seconded by Doug: all ayes. Our position vis à vis budget is acceptable; certain items, e.g. electricity, are being closely monitored.

- Meeting became mobile, as all went to the basement to review the construction there. Kitchen progressing toward completion, but painting needed (just has primer now). Happily, the Friends have offered to supply both a stove and a refrigerator. Relocation of smoke detectors and motion sensors is mandatory. Before any usage by patrons, the wall to segregate the Friends’ books must be put in place. It will be, in essence, a permanent partition, and most of that is already on the premises. Pros and cons of painting with volunteers were mentioned – no decision made.

- Back upstairs, the costs connected with making the downstairs functional were discussed, but the guesstimates need to be made firmer. Hope was expressed that impact fees will be an important source, and Bob will see if Karen can tell us what will be available to the library.

- Discussion on usage raised questions: should the area be capable of being segregated – no access to the main library? Who, what may use it? Out of pocket costs should be recaptured, but should town agencies need to pay anything? Excluding Special Interest groups and political endeavors is important, as the library is and must remain apolitical. A clear policy is needed, and Betsy will draft some ideas for the next meeting. At any rate, because the area cannot be publicly used for the next few months, there will be no usage, except for internal needs of the library and the Friends of the library.

- Betsy noted that approved usage of employee-owned vehicles was not being reimbursed. Trustees felt that such travel should be reimbursed at the rate allowed by the Internal Revenue Service. A request for reimbursement is to be made by the employee within 60 days of the travel. To avoid any contention about past travel, a policy will be put in place, and Doug agreed to draft it.
• With trustees’ approval, the library is joining Library Edge, an inter-library organization which collects a broad variety of information, statistics and “how to” procedures from its members and then organizes it into an information bank which can be tapped by members. It has been useful to big libraries like Portsmouth and small ones like Madison and should be helpful and cost effective for the MEB Library.

• The New Hampshire Library Trustees Association annually makes several “best” awards in various categories. Trustees of each library that chooses to compete in a particular category prepare and submit a nomination, trying to make, with compelling prose and pictures, a winning justification. The awards are given solely on the basis of the nominations. It was decided that MEB Library trustees would nominate the MEB Library for “Best Library in New Hampshire” and that Betsy and Jim would prepare a nomination for all to consider.

• Next meeting would normally be May 19, but day will not work for everyone; so trustees agreed to delay it for one day to Tuesday, May 20.

Respectfully submitted by Jim Clark

Next Meeting Tuesday, May 20 at 6:30 pm