

**Allenstown Public Library
Meeting of the Board of Trustees
September 18, 2014**

Call to Order

Present: Pauline Boutin, Kim Carbonneau, Library Director Debbi Lambert

Acceptance of Minutes: Motion to accept the August minutes made by Pauline, seconded by Kim. Motion passed.

Acceptance of Agenda: Motion to accept the agenda was made Kim, seconded by Pauline. Motion passed.

Budget

2014 Budget Review: The remaining budget balance is \$13,737. The balance of the grant account is \$8,576.63. The non-lapsing budget amount is \$963.26

- The erate rebate is still pending.
- Hunt Foundation Grant: Quotes are still outstanding. Decisions about the time frame will be made once the contractors have been consulted for updated information. Deb will make the choices for the carpet.
- \$600 was transferred from the town account to the grant account to balance the error made in the purchase of books and supplies. Along with that deposit was the money from the Humanities program of \$250.00. A check will be made to the cellar hole program provider for \$285 (including the humanities portion and our part).
- The Moose Grant for the digitization was accepted as \$8,745. The deposit was made on 4/28/2014 for \$7,870.50. Deb has a call to the state to figure out the reason for the discrepancy.

Building & Maintenance

- Efficiency project: Tabled until the rest of the Grant projects are finished. Must be completed by April 18, 2015.
- Karen McRae wants to donate a flag and take the old one for the boy scouts to dispose of. It needs to be lit.
- Trash bins have to be put out on Saturday. They will be put in the handicap parking area.

Library Director's Report

- The phone message is wrong and we can't change the hours because we can't access the message change.
- The patron management system has been put on all the computers. Deb is working on getting the reports.
- Summer Reading program: The Dollar General Grant report was submitted on September 9.
- The elementary and middle school barbecues were successful. 12 new accounts were opened. Debbi was able to network with the school librarian and the Boys and Girls Club representative.

Old Business

- Mrs. Plourde's Memorial: The date for Mrs. Plourde's bench dedication is September 20 from 12:30-2. Mrs. Plourde's family was invited as were some friends and family suggested by Mrs. Plourde's daughter-in-law. Vivian Doane and Vicky Kneeland were personally invited. Invitations also went out to the town department heads. Pauline will get the bow and the

crackers and cheese. Kim will do coffee and punch and cups. We also have ice cream. Kim will bring tablecloths and a few chairs.

- Jesse Croft: Jesse's hours were reviewed with him. He will be an on-call staff member to cover absences and to shovel.
- HTG Program (Humanities to Go) grant (\$250) was received.
A Walk Back in Time: The Secrets of Cellar Holes, 9/25/2014, 6pm
Our share will be \$35. Deb is all set for set up. Mr. Verville will bring chairs and snacks.
- Window restoration: Tabled until the asbestos project is complete.
- Clif Grant: Children's books are being processed through the library. Deb will process them. The storyteller part of the grant is Monday, October 6. Deb will take care of the daycare portion of the event. She will work on Monday that week instead of Tuesday in order to attend the event.

New Business:

- Pauline suggested moving new books to a more prominent display area. Deb will work on it.
- Shaun is going to train Deb on the electronic signatures tomorrow September 19, 2014.
- The website is up and running again after being suspended. \$77.40 to reinstate for the year.

Next Meeting: October 16, 2014 3:30