

**Allenstown Public Library
Meeting of the Board of Trustees
October 10, 2013**

Call meeting to order: Pauline, 3:00 pm

Present: Pauline Boutin, Kim Carbonneau, JoAnne Dufort, Library Director Amber Cushing

The minutes of the September 12 meeting were presented with the following changes. Under *Old Business: Trustee Position Filled*, the last sentence "Per suggestion of the NHLTA Conference, the board has decided to have the town serve as the bookkeeper for the library." was stricken as it was in error. Also, in the *Present* section, JoAnne Dufour should be changed to JoAnne Dufort. Pauline made the motion to accept the amended minutes, Joanne seconded. Motion passed.

Motion by Kim to table all items except the budget, IT contract, and furnace. Seconded by Pauline. Motion passed.

Budget

Amber contacted the State Librarian regarding our budget concerns. He made several suggestions and provided information that the Trustees considered as they deliberated the budget. Once a town votes to fund a library, the town must adequately fund it. The Board of Selectmen (BOS) can choose to adequately fund the library programs or dissolve the library by town warrant. The only library in the past 20 years to have been dissolved was the 2nd library in Gilmanton.

Amber proposed an alternate location for the library as an option to consider should our building become more than our budget can support. This proposal was based on the actions of the town of Boscawen who moved the library in 2006 to above their fire station. Foundation funds may be available. The suggestion was to perhaps move the library to the upper floor of the town hall and sell the library building to renovate that space. The decision was made to table that suggestion indefinitely as the board is not ready to consider that option at this time.

Amber and Shaun had discussions with a reporter from The Banner earlier this week. There was confusion about a December closing, funding of the furnace, and misinformation regarding the budget. Unequivocally, there is no plan to close the library in December. Steps were taken during the meeting to contact the reporter and set the record straight. From now on, any inquiries from the press will be directed to the members of the Board of Trustees. A memo to the BOS was drafted for Pauline to deliver to the Town Administrator with the impact report addressing the issues of the library location and the news report.

The Trustees expressed concern regarding the equity of a 25% reduction in the budget which is reflected in a proposed \$13,000 cut to a \$52,000 budget. It is unclear how the

BOS arrived at that figure. Because the BOS asked for an impact report, one was created and will be submitted to the Town Administrator by Pauline on October 11. That reduction would result in significant loss of service to patrons of the library. It would eliminate all programs and significantly impact library computer access. It will also eliminate time for the Library Director to write grants. Grants accounted for income of approximately \$15,000 in 2012.

IT Contract

Amber reported on the quotes for the IT contracts. They were within \$40.00 of each other and were approximately \$350 per month for a total cost of \$4200 which was close to the parameters set forth by the BOS.

Furnace

Several quotes were collected both for replacement of the heating system with a newer model of the same furnace and for a replacement of the furnace with the Rinnai system. The Trustees carefully considered all of the options, including removal of the old system, efficiency and maintenance, and cost. In addition, the opinions of several professionals were sought. The Trustees determined that the quote from G&O to remove the old furnace, reline the chimney, and install the new unit was the most advantageous for the library at this time. The total cost will be \$5,650. Pauline will call him and set up an appointment for his earliest convenience. She will double check that the cost includes removal of the old furnace.

The next meeting of the Trustees will be on October 24 at 3:00 in order to take up the regular business of the board that was tabled today.