DRAFT

Dublin Public Library

Trustee’s Meeting 7:00 PM September 12, 2018

Attending: C. Snitko (Chair), G. Bartlett, R. Bastedo, B. Goodwin, N. Cayford, D. Flynn, E. McIntyre (Director), M. Smith, E. Walker.


Announcements: Monadnock Area Trustees will meet on 9/21 at 12 Noon at the Stoddard Library.

Minutes of August 8, 2018: Correction of Dublin Garden Club in place of The Friends for the pollinator display noted. Motion to approve minutes as corrected made by B. Goodwin; seconded; E. Walker.

Gifts: 3 audio CDs, 1 biography, 1 adult fiction, 4 bags of cookies, 3 DVDs, 1 adult non fiction. Motion to accept gifts: N. Cayford; seconded; B. Goodwin.

Director’s Report: FDPL program on rocks of the Monadnock Region will be held September 29th. There is an article in the September advocate. New work schedules are being set up as M. Edick will be out for 5 weeks; M. Whitney for 4 weeks. Rebecca Oja, Lulu Weathers, and Gail Smith will fill in for them. Some of the schedule changes will be permanent. StoryTimes and Book Buddies’ programs are set through Jan. 1st.

A total of 220 children participated in the summer reading program. The ice cream sundaes on the last Wednesday were given by the Edick family in memory of Cles Staples. The Friends sponsored a puppet show.

Fire extinguishers were checked and the furnace is due to be checked.

The extra hour on Saturday was discussed. The Board would like to continue for 6 months as planned and will reevaluate at the end of that time period.

Financial Report: B. Goodwin reported that the checking account balance as of 8/31/2018 is $4,076.99. We also had 35% of our town budget left at that date; $29,466.71. Motion to accept report made by M. Smith; seconded by N. Cayford.

Old Business: C. Snitko reported that the 2019 budget has been sent into the Town. Our telephone expense includes the internet. The Town has budgeted this as $115/month; actual expense has been $185/month. We have 3 phone lines: work desk, elevator and internet. This will monthly amount will need to be edited. Celeste will meet with the Selectmen and Budget Committee.

Quotes from Stebbins reviewed to repair outside of library wall. Motion made by N. Cayford to hire Stebbins Spectacular Painting to repair the west exterior wall. Seconded by B. Goodwin. So moved. Bill will contact them; the work will be done this fall.

Quotes reviewed to paint the downstairs function room and kitchen. Quote #1 from Stebbins was $2880. Quote #2 was from Codman’s for $1380. Board will use Codman
for this work. Bill will contact them and ask that the entrance way and bathroom
downstairs also be added to the quote. Bill will notify us of the change.
Carpet replacement for upper level room has a quote of approximately $15,000. from
Syd’s. The space in the staff work room needs to be added to this quote. Bill will contact
Syd’s. Initial cost of replacing the carpet with squares is expensive but will save money
in the future as only worn areas will need replacing. We need projected cost for 9 months
from now. This will be voted on in March to release funds from the capital reserves; we
will not be asking the Town for new money.
The painting and carpets will be presented as 2 separate warrant articles.
LED lighting report is still pending.
The bank accounts have all been updated and all signatures completed.

New Business: The need for air conditioning or some kind of cooling discussed. N.
Cayford will investigate this.
Special projects committee did not meet as library was closed due to heat on the day of
the scheduled meeting.
Downloadable books discussed. Staff should know how to show patrons the process.
“Libby” is part of new downloadable books. Suggestion made to call the Keene Library
to see about staff training that might be available. N. Cayford will inquire about this.

Motion to adjourn by B. Goodwin; seconded by N. Cayford. Meeting adjourned at 8:05
PM.
Next meeting: October 10, 2018 at 7:00 PM.

Respectfully submitted,

Gail Bartlett, Secretary