

**Tracy Memorial Library
Board Meeting Minutes
May 26, 2011**

Present: Bob Bowers, Ki Clough, Charlene Baxter, Dave Harris, Bruce Parsons, Lisa Wood, and Sandra Licks

Absent: Shelby Blunt

Meeting called to order at 3:30 PM

Meeting Minutes. A motion was made to accept the board meeting minutes of April 14, 2011, both public and non-public. The motion was seconded and approved.

Acceptance of Cash Donations. A motion was made to accept cash donations to the library for the month of April in the amount of \$112.50. The motion was seconded and approved.

Non Public Session. At 3:40 a motion was made to go into non-public session for the purpose of discussing a patron issue. The motion was seconded and approved.

At 4:40 the non-public session ended, and we returned to our public meeting.

Committee Reports

Building/Planning Committee. The board was advised that Bruss Construction will begin the building construction on June 6th. Bruss brought in Brookside Mechanical to analyze our heating/cooling systems. They found several areas needing repair/correction. These will be taken care of during the construction. As it stands now, there is money in the bond to cover the repairs. Brookside Mechanical will set up an annual maintenance plan for us, and they will do maintenance on the system while they are here for repairs. The maintenance charges will need to be billed separately as they will be paid for out of our budget and not the bond. There will be a volunteer painting party sometime before mid-July to paint clapboards and trim.

New Business.

Front Landscaping. Glenn Bonewald has been hired to install the front landscaping. It is estimated to cost \$8,000 to 9,000 out of the \$15,000.00 donated. Glenn is coordinating with Jon Poston. As Jon finishes refurbishing the original windows, Glenn will follow behind with landscaping installation. Work will begin on windows and landscaping within the next few weeks.

Assistant Director. Meghan Clark McDaniel has given Sandra her resignation effective August 1st. Meghan and her husband are relocating to Australia. Sandra has posted the position

on several professional sites and has received many inquiries. Sandra is hoping to have a one week overlap of Meghan and the new hire for training purposes.

Meeting Room. The AV upgrade of the meeting room is now underway. There have been a few hiccups in the process, but it should be complete by the end of the week. The Friends of TML have paid for this update.

Grant Request for Main Entryway. As the grant request is to Mascoma Bank and Bob Bowers is on the Board of Directors of Mascoma Bank, Bob excused himself for the remainder of the board meeting. Sandra presented the grant proposal package. The remaining board members gave feedback on the grant proposal and accompanying documents. The grant proposal will be sent to Mascoma Bank by the end of the week.

Special Event.

June 8th at 7:30: The Friends are having a dessert social and program on the Old Man of the Mountain. The presentation will be given by Maggie Stier of the NH Humanities Council.

Next Board Meeting. The next board meeting will be Thursday, June 23rd at 3:30 PM.

The meeting was adjourned at 5:20 PM.

Respectfully submitted,

Lisa Ensign Wood
Secretary