

# Nelson Library Board of Trustees Meeting September 14, 2011 Wednesday 7:00 pm

## Agenda

1. Call to order 7:05 pm
2. Roll Call and Introductions: Kris, Carol, Laurie, Max. Tom Tolman visiting.
3. Approval of minutes for the previous meeting: deferred
4. Correspondence: Suttonfield memorial fund thank-you's: Laurie will call Sue Meehan to see this has been done.
5. Treasurer's Report: Submitted (see attached)

### **Old Business**

1. Key Policy: Carol moved to accept, Laurie 2<sup>nd</sup>, unanimous.
2. Librarian of the year. Try again next year.
3. library world update: Kris and crew have now bar coded all adult fiction, DVD's, now working on non-fiction and CD's. We're about one-third of the way through. Overdues take a lot of time, relieved by automation.
4. Canoe: Linda would contact Dix, deferred. Tom knows a possible buyer, will contact. Kris will send Tom pictures and info.
5. Hardy Shepard Fund dispersion: Linda investigating possibility of widening scope.
6. Humanities and Suttentfield memorial fund: Permission has been given to widen scope to include children's programs including but not limited to NH Humanities Programs.

### **New business**

1. Request for Thursday Library Trustees meeting: Deferred to next meeting when Linda is present. Suggest 2<sup>nd</sup> Tuesday.

2. NHTLA RSA folder (purple) Important RSA's:

a. Required Annual Reports:

Trustees must make annual reports at the conclusion of their fiscal year to their town/city and to the state librarian in accordance with RSA 202-A:4-a.

b. Governing Board of the Library

RSA 202-A:2 defines a board of library trustees as the governing board of the library.

(n.b. No-one has the big purple library trustee notebook including relevant RSA's. Kris will contact Bruce and John to see if they have copies. Try nh.gov for on-line RSA's.)

We make an annual report. Patricia from town office requests monthly reports. Monthly fiscal reports are to be posted with minutes on town website.

3. research: Grapevine article and building deed.: Carol will ask Dave Birchenough. Trustees will try to find RSA re: library or public properties built w/ donations.

4. Terry Upton visits: Two books, found in town office, donated to library to be archived. Library declines to accept, not able to archive old books.

Meeting adjourned 8:56 pm  
next meeting October 12, 2011