

## AINSWORTH LIBRARY BOARD OF TRUSTEES MEETING

Friday March 10, 2017

Marvine Lasell called the meeting to order and opened the meeting . Members present were Bill Johnson, Helen Duke, Marvine Lasell, Maggie Sample, Marsha Martin, Also present were Ann Hegarty and Librarian Sara Snow.

Marvine announced the first order of business before the board which was to elect officers. Bill nominated Helen Duke for Chairperson with a second from Maggie. The majority carried the vote. Bill nominated Maggie for Secretary and this was seconded by Marsha. The majority carried the vote. Bill nominated Marsha Martin for Treasurer with the authority to sign checks, drafts, and other necessary documents affiliated with the Ainsworth Public Library's accounts with the Lake Sunapee Bank and that Ann Hegarty be removed as signer from all accounts. Ann Hegarty will remain as signer for the safety deposit box and Marsha Martin will be added as a signer. Maggie seconded the motion and the majority carried the vote.

### Secretary's Report

A motion was made and seconded to accept the Secretary's report. Discussion ensued and Maggie asked that the report be amended in the third line under Treasurer's Report with the addition of the word and after Barb Smith's name. The amended report was accepted and voted on and the majority carried the vote.

### Treasurer's Report

A motion was made and seconded to accept the Treasurer's Report. Also, as Ann is no longer the treasurer, Marsha will meet with Ann and pick up all the necessary financial records and checkbook.

### Librarian's Report

New business: There will be a recognition day for the staff and volunteers of the library, to include a presentation of pins and also refreshments and hopefully many visitors. Maggie mentioned that the Art Bus should be making the required visits to the Library as the Town has supported this project for many years. Sara said that she felt sure this would be done. Also Sara presented the Board with copies of the GUIDELINES FOR LIBRARY BEHAVIOR which will be posted on the website and in other public spots for everyone to see. A copy of the Guidelines is attached to this Secretary's report for public view as the Board has already received copies. Also, Sara was quite pleased that John Taylor and others would be working on the website. Maggie made a motion to accept this report and it was seconded by Marsha. At this time Sara, also gave each member of the Board copies of Confidentiality of Library Records and Practical

Duties of the Board of Trustee Officers at the Ainsworth Public Library. Specific duties are listed in the bylaws.

The Chair, Helen, asked if there was any other new business and Bill said he would like to see a committee appointed to review and recommend a revised Library Policy for the Board of Trustees. Bill and Maggie were appointed as the committee to do this. Also, Sara will be on this committee. Other business was brought up by Bill which was a report on the recent fund raiser which was done through mail solicitation. We mailed 1,470 letters, 22 of which were not deliverable and to date we have received \$1,747.00 in donations. Thank you letters are being sent to donors. We will also keep a list of donors for future use. Ann will list the donations received when she was treasurer and Marsha's list will follow future donations.

It was decided that the next BOT meeting will be held at 6:00pm on Thursday April 20, 2017. Bill put this into a motion and Maggie seconded it and the ayes passed on it.

A motion was made to adjourn.

Minutes are respectfully submitted by

Margaret Sample, Secretary