



**Nesmith Library Board of Trustees**  
**Tuesday, January 10, 2017**  
**Minutes *FINAL***

**Present:** **Trustees:** Patricia Barstow (Chair), Mark Branoff (Treasurer), Cathy Robertson-Souter (Recording Secretary), Tara Picciano (Vice Chair)  
**Absent:** Michelle Stith (Corresponding Secretary), Karen Marcil (Assistant Treasurer), Peter Tousignant  
**Director:** Carl Heidenblad,  
**Assistant Directors:** Diane Mayr, Sylvie Brikiatis  
**FLOW:** Caitlin Blundell, Treasurer

**Call to Order:** The meeting was called to order at 7:29 pm. by Patricia Barstow.

- ☐ Mission Statement: read by P. Barstow
- ☐ Minutes: the minutes from the November and December meetings were approved.
- ☐ Gifts:
  - o A gift was received from Tom and Patricia Barstow for the Named Fund
  - o A gift from Norman and Cathy Claremont was received for general donation fund
- ☐ VOTE TO ACCEPT GIFTS - Approved by board 4-0
- ☐ Correspondence: A thank you letter for the holiday luncheon directed to the Board from the library staff was read.

**Reports:**

- ☐ FLOW: A review of the FLOW report given prior to the official start of the meeting was given by C. Robertson-Souter.
  - o FLOW representative, Caitlin Blundell, treasurer, reported that the Pet Shop event at the library will be held on March 25 to include a visit from Curious Critters with animals for children to view and pet. The event has been coordinated by FLOW's Jane Manning and will also feature a book fair from March 23-25
  - o The annual FLOW banquet will be held on March 24th in the evening, time TBD
  - o The Strawberry Festival has two confirmed sponsors: Derry Imaging and Derry Medical. they are currently looking for more volunteers for the festival.
- ☐ STAFF REPORT: There was no Staff Report.

**Treasurer's Report:**

- ☐ The December report reflected 100% of the year and approximately 95% of the appropriated budget had been spent. With other billing coming in, C. Heidenblad believes the library will see another \$1,000 of the budget spent, keeping the total close to 96%.
- ☐ The library remains in compliance with RSA 32:7.

**Director's Report:**

- ☐ The budget had been read at the town budget hearing with slight variation due to changes in staff health insurance options. There were no questions from the budget committee.

**Ongoing Business:**

## **Committees:**

*Publicity:* C. Robertson-Souter reviewed recent publicity meeting minutes.

A new schedule was created for monthly publicity articles. Articles will be written by various committee members and submitted to Diane Mayr on/about the 15th of each month for editing. They will then be submitted by C. Robertson-Souter to local papers and included in the next month's newsletter and online.

A proposed survey will be discussed at the next publicity committee meeting.

## **New Business:**

**Director's Evaluation:** Discussion over two dates to hold a special board meeting to discuss evaluation before presenting it to Carl.

**Letter for town report:** P. Barstow is writing the annual update for the town report on the library. Suggestions were made as to what should be included.

## **Announcements:**

Next scheduled Trustees meeting will be held Tuesday, February 14, 2017 at 7 p.m. Discussion was held about changing this date in recognition of Valentine's Day. No vote taken.

Meeting adjourned at 8:03 p.m.

Respectfully submitted,  
Cathy Robertson-Souter

FINAL DRAFT APPROVED 3/21/17