



Nesmith Library Board of Trustees
Tuesday, March 15, 2016
Minutes - Final draft

Present:

Trustees: Patricia Barstow (Chair), Tara Picciano (Assistant Chair), Mark Branoff (Treasurer), Karen Marcil (Assistant Treasurer), Cathy Robertson-Souter (Recording Secretary), Michelle Stith (Acting Correspondence Secretary)

Absent: Peter Tousignant (Correspondence Secretary)

Library Director – Carl Heidenblad

Assistant Directors– Diane Mayr

FLOW President - Jen Fricchione

Call to Order:

The meeting was called to order at 7:04 p.m.

Mission Statement - read by P. Barstow

Minutes for meeting of February 16, 2016, approved.

Gifts: None received

Correspondence: M. Stith read letter from Town Clerk's office regarding the Record Retention Committee retaining records for all boards and committees in town. C. Heidenblad confirmed that the Town Clerk's office currently receives hard copies of all official documents at year end. Library staff will ensure statues are met.

Reports:

FLOW Report: Jen Fricchione, FLOW President, reported that the annual FLOW banquet would be held Friday, March 18, and all trustees are invited to attend. A "Rockin' Rainforest" event will be held on Saturday, March 19, featuring face painting, coconut bowling, and refreshments along with a book sale.

Strawberry Festival will be held Sunday, June 5, from 11-4. The board is actively looking for additional volunteer board members to help with organization of the festival. Trustees will be invited to assist with serving food at the festival.

FLOW is offering three scholarships this year, up from 2 in previous years for graduating high school seniors. For more information, applications can be picked up at the library. Awards will be announced June 3.

Treasurer's Report: Report for budget projections through February 29 was presented. Budget will be updated through the town for next board meeting now that Town Meeting has approved 2016 budget. The library remains in compliance with RSA 32:7.

Director's Report: C. Heidenblad reported that interior painting of the library has been completed and ten chairs re-upholstered, using a nonprofit discount.

New Business:

Retirement - Board discussed plans for retirement gathering for staff member Carolyn Shea to be held at the Common Man Restaurant March 31 at 6 p.m. Gathering to be funded by each individual in attendance. Gift from staff discussed.

Town Records: Windham plans to digitize town records. C. Heidenblad has offered to assist the town with planning after the library's success in digitization over the past several years. He has also looked at digitizing the town report and asked for pricing from the vendors we have used in the past.

NHLTA Conference: Conference will be held Monday, May 23. Trustees should register through the library by April 15.

2016-17 Calendar: Discussion held to move November 8 meeting to November 15 due to national elections and February 14 to February 21.

Motion made by T. Picciano to accept calendar for Trustee Meetings as proposed for 2016-17. **Vote:** 5-0 approved.

Election of officers: Discussion held on officers for 2016-17.

M. Stith cast a vote for the following slate of officers for 2016-17:

Patricia Barstow - Chair
Tara Picciano - Assistant Chair
Mark Branoff - Treasurer
Karen Marcil - Assistant Treasurer
Cathy Robertson-Souter - Recording Secretary
Michelle Stith - Corresponding Secretary
Peter Tousignant - Member at large

Vote - 5-0 approved

Committee Selection: Discussion held regarding committee members as follows:

Finance: P. Barstow, M. Branoff, K. Marcil
Personnel - P. Barstow, T. Picciano, K. Marcil, M. Stith, P. Tousignant
Endowment - P. Barstow, T. Picciano, M. Branoff, C. Robertson-Souter
Marketing - P. Barstow, T. Picciano, C. Robertson-Souter, M. Stith
Policy - P. Barstow, K. Marcil

Unfinished Business:

Endowment Committee - will meet April 6, 5 p.m.

M. Branoff reported that the Named Funds will reach \$10,000 soon and trustees need to update the Named Funds Investment Policy.

Marketing Committee - Will meet March 28, 2:30 p.m.

Announcements:

The Flow Banquet will be held March 18

The next scheduled Trustee's Meeting will be held Tuesday, April 12, 2016, at 7:00 p.m.
NHLTA Conference to be held Monday, May 23

Adjournment:

The meeting was adjourned at 8:14 p.m.

Respectfully submitted,

Cathy Robertson-Souter
Recording Secretary

FINAL DRAFT = approved by board 4.12.16