



**Nesmith Library Board of Trustees**  
**Tuesday, April 11, 2017**  
**Minutes DRAFT**

**Present: Trustees:** Patricia Barstow (Chair), Tara Picciano (Vice Chair), Mark Branoff (Treasurer), Michelle Stith (Corresponding Secretary), Cathy Robertson-Souter (Recording Secretary), Neelima Gogumalla  
**Director:** Carl Heidenblad  
**Assistant Directors:** Diane Mayr

**Windham Garden Club/ MOMs Club members:** J'aime Slocum, Karen Marquis

**Call to Order:** The meeting was called to order at 7:02 pm. by Patricia Barstow.

- Mission Statement: read by P. Barstow
- Minutes: the minutes from the January meetings were approved as amended (date corrected)
- Gifts: no gifts were received
- Correspondence: No correspondence was received

**Presentation:** Members of the Windham Garden Club and of the MOMs Club discussed further plans for the outdoor story garden and presented a draft of the space to be proposed. The plan will be taken to the Board of Selectmen, as that board has authority over any construction done to the outside of the building.

Motion: M. Stith made a motion to allow the Garden Club and MOMs Club to bring the current plans for the outdoor story garden to the Board of Selectmen with the support of the Nesmith Library Board of Trustees. Seconded: T. Picciano VOTE: 6-0 in favor

C. Heidenblad will send original plans for the library building to K. Marquis for further development of the plans for the outdoor space.

**Reports:**

- FLOW:*** There was no FLOW report
- Staff Report:*** There was no Staff Report.
- Treasurer's Report:***
  - The current report does not reflect payroll information as of yet, waiting on the 2017 budgeting process. However the library expenditures still remain within the appropriation.
  - The library remains in compliance with RSA 32:7.

**Director's Report:**

- Currently looking at replacing the photocopiers on lease to include two color machines (currently only one is color), that have greater capacity for wireless usage and for more convenient payment collection. Copy machines are provided as a service to the public. The charges do not cover the cost of the machines.

**Ongoing Business:**

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

Proposed questions for survey are included in meeting minutes. They will be taken to the NHLTA conference for feedback from experts. A letter regarding cuts to the IMLS was discussed with a proposal for a letter to be sent to media outlets around the state informing people how the IMLS budget cuts will affect them locally.

**Motion:** N. Gogumalla made a motion to submit a letter to local media from the Board as amended by committee. Seconded: T. Picciano VOTE: 6-0 in favor

The next publicity meeting will be set after the NHLTA conference.

**Strawberry Festival:** The board is handling shortcakes for this year's festival. M. Stith has taken lead on the project. Volunteers will be needed on Thursday, June 1, from 4-7, Friday 3-6, and Saturday morning from 7-9 and during the festival. A sign up will be sent to board members for working during the festival.

**New Business:**

**RFP Carpet/Flooring and painting;** The proposed RFPs were reviewed. P. Barstow will help to open bids when they come in. The RFP s will be sent to local papers and posted on the website as well as sent directly to several local companies inviting them to bid.

**Election of officers:** After discussion, a ballot was cast for the following slate of officers by C. Robertson-Souter, recording secretary:

P. Barstow, Chair  
T. Picciano, Vice Chair  
M. Branoff, Treasurer  
K. Marcil, Vice Treasurer  
C. Robertson-Souter, Recording Secretary  
M Stith, Corresponding Secretary  
N. Gogumalla, Open member

VOTE: 1-0 - in favor

**Committees:** The following committees were formed:

*Finance: P. Barstow, M. Branoff, K. Marcil, N. Gogumalla*

*Personnel: P. Barstow, M. Stith, T. Picciano, N. Gogumalla*

*Publicity: P. Barstow, C. Robertson-Souter, T. Picciano*

*Endowment: P. Barstow, C. Robertson-Souter, T. Picciano, M. Branoff*

**Useful Equipment for Large Events:** M. Stith mentioned that no one could hear the past animal presenter because of the sound of the crows in the area. She suggested that FLOW might be able to pay for a wireless PA system and maybe an overflow video system for utility room. M. Stith will bring this idea to the board of FLOW.

**Announcements:**

Please let Cindy know if you are attending NHTLA by Friday, April 14.

Next scheduled Trustees meeting will be held Tuesday, May 10, 2017 at 7 p.m.

Meeting adjourned at 8:30 p.m.

Respectfully submitted,  
Cathy Robertson-Souter

FINAL DRAFT - Approved 5/9/17