

## Newington Library Board of Trustees Meeting Minutes December 6, 2017

**Present:** Trustees Jack O'Reilly (JO), David Turbide (DT), Peter Welch (PW), Cathy Hazelton (CH), alternate Steve Bush (SB), Library Director Lara Croft (LC).

Meeting called to order by chair at 1:30 PM

**Minutes:** Moved by CH, seconded by PW to accept November 8 2017 public minutes after correction of two typos. Accepted 5-0

**Treasurer's Report:** All expense categories appear to be on track as we near the end of the year. \$5000 was moved from the trustees account to the main account to cover a short-term cash flow shortage but there is a plan to reconcile the accounts when the town returns unspent funds from those being held for payroll and bills that the town pays on our behalf. We are expecting about \$6000. Other adjustments and plans for closing out the year's spending were discussed. There was also a discussion of year-end bonuses for library employees.

**Director's Report:** The library continues to operate smoothly, service a growing base of patrons, groups and activities.

- The numbers continue to grow in all areas, even above last year's records.
- We are all looking forward to the "Winter Warm-Up" open house on December 19<sup>th</sup> as another opportunity to welcome town residents for fellowship and good cheer.
- Art displays are scheduled through July 2018 in this increasingly popular program.
- The board concurred that the library should not open on Saturday December 23 as this is the de facto Christmas Eve since the actual holiday is on a Monday this year.
- Cornerstone VNA, impressed with the warm, welcoming atmosphere at Langdon Library, would like to begin monthly "Caregiver Café" support group meetings here beginning in February. This would provide an opportunity for care givers (with or without their charges) to gather, socialize, and provide mutual support. LC believes there is a need here in Newington and that it would be a good additional service we can provide to the community. VNA will do all the work – we just provide the space.

**Walkway Lighting:** PW reviewed progress. The bases, conduit and wiring are in. The post and lights are ordered and should be here within two weeks. They can be installed even if there is snow on the ground since all the digging and ground work is done.

**Director:** Laura Croft's 2018 contract was presented to her and signed by Jack O'Reilly.

**Non-Public:** There was no non-public session this month, however, the board accepted and filed the non-public minutes from September 6, 2017. Moved by PW, seconded by CH, passed 4-0 with DT abstaining because he was not at the September meeting.

**Board meeting adjourned** - moved by DT, seconded by CH, passed 5-0 at 2:41 PM

**Next Meeting:** January 3, 2018 @ 1:30PM

**Respectfully Submitted:** David A Turbide, board secretary