

## Newington Library Board of Trustees Meeting Minutes November 8, 2017

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

Meeting called to order by chair at 1:32 PM

Prior to 'normal' business, the board welcomed Bill Wood from the Bureau of Medical Services, NH Department of Safety, who provided a lot of information about AEDs, emergency assistance in New Hampshire, and specifics about the unit that is now installed at Langdon Library.

**Minutes:** Moved by DT, seconded by PW to accept October 4 2017 public minutes. Accepted 4-0 with JO abstaining (not present at the October meeting)

**Treasurer's Report:** All expense categories appear to be on track for this point in the year. Current actual and estimated expenses are such that there will be enough allocated funds to cover the expected costs of the sidewalk lighting project (more info below) and replacement of the deceased public computer.

**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.
- The birthday party on October 25 was a great success with 87 attendees. There are some adult beverages left over that can be used at a possible community holiday open house in December.
- LC reported that she is once again aware of patrons coming for activities and leaving because there is no place to park. Parking lot expansion continues to be a top priority. Because of the approval and funding process deadlines, it is likely that we cannot get the request on the town meeting agenda until March of 2019. We will work with the HDC in their historic district revitalization plan which begins in January, get the engineering estimates later in 2018, and prepare the funding request in time for the 2018 meetings.

**Policies:** The only current policy review pending is the new proposed "Confidentiality of Patron Records" policy. Since all trustees had not been able to review the proposed policy, this item is tabled until the December meeting.

**Walkway Lighting:** PW reviewed his progress, design documents, contracting concerns, etc. for the walkway lighting project. We are hoping to get the lights in before winter because the real need is now, when it gets dark so early. There is much coordination to be done to get everything started in the right sequence. It was moved by PW and seconded by CH to authorize the expenditure of up to \$12,000 for this project for materials, equipment and labor for trenching, installation of concrete bases and conduit, wiring and pole installation. Passed 5 – 0. Electrician services are being provided at no cost by Renato Maldini – the board is very grateful for this donation.

**Non-Public:** There was no non-public session this month.

**Board meeting adjourned** - moved by LL, seconded by CH, passed 5-0 at 3:50 PM

**Next Meeting:** December 6, 2017 @ 1:30PM

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