

## Langdon Library Board of Trustees Meeting Minutes July 30, 2020

This meeting of the Langdon Library Board of Trustees was held in the tent outside of town hall immediately after meeting with the select board to explain our concerns over whether to postpone the parking lot expansion or going ahead as planned this fall. The selectmen stated their support for the project and their reason for requesting a postponement, which was to help with the town's cash flow during this uncertain time. The select board acknowledged that it was the library trustees' decision how to proceed. The trustees explained their concerns and reminded the selectmen that the library has been able to postpone and reduce expenses to the tune of about 8% so far and is continuing these efforts toward the select board's requested 15% reduction. That said, there are strong reasons to not delay the parking lot work including: expected cost increase, uncertainty about the legality of not expending the funds voted by the town during this fiscal year (and what it would take to defer the spending into next year if that's even possible), disruption of library operations next year when things are back to 'normal' operation, possible safety issues if construction is ongoing during summer camp operation, and others.

**Meeting called to order** by CH at 10:23 AM

**Present:** Trustees Jack O'Reilly (JO); David Turbide (DT), Peter Welch (PW), Catherine Hazelton (CH); Alternate Lee Lamson (LL); Library Director Lara Croft Berry (LCB)

**The first order of business** was to approve the minutes from our last online meeting on July 16, 2020  
Moved by JO, seconded by PW, minutes approved 5 – 0.

**Parking Lot Update:** The bid package is just about ready to go and a select group of contractors has been identified to get the invitation to bid. Moved by JO, seconded by DT, passed 5 – 0 to not delay the parking lot project and go forward with the bid process as planned with a projected start of construction in September.

On a related note, LCB reported that invoices for the engineering work are still coming in as PW is finalizing the engineering and pre-bid work. This expense was authorized and budgeted in 2019 to be paid from Trustee funds. Checking the statutes and activities, it has been confirmed that the money was properly encumbered in 2019 and can be paid out of trustee funds as the invoices are processed with no impact on 2020 budget or spending.

**Board meeting adjourned** - moved by PW, seconded by JO, passed 5-0 at 10:37 AM

**Next Meeting:** Thursday August 13 at 1:30PM in the tent at town hall.

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

**Attached:** RSA 32:7

32:7 Lapse of Appropriations. –

Annual meeting appropriations shall cover anticipated expenditures for one fiscal year. All appropriations shall lapse at the end of the fiscal year and any unexpended portion thereof shall not be expended without further appropriation, unless:

I. The amount has, prior to the end of that fiscal year, become encumbered by a legally-enforceable obligation, created by contract or otherwise, to any person for the expenditure of that amount; or

II. The amount is legally placed in any nonlapsing fund properly created pursuant to statute, including but not limited to a capital reserve fund under RSA 35, or a town-created trust fund under RSA 31:19-a; or

II-a. The amount is appropriated to a capital reserve fund pursuant to RSA 35:5.

III. The amount is to be raised, in whole or in part, through the issuance of bonds or notes pursuant to RSA 33, in which case the appropriation, unless rescinded, shall not lapse until the fulfillment of the purpose or completion of the project being financed by the bonds or notes; or

IV. The amount is appropriated from moneys anticipated to be received from a state, federal or other governmental or private grant, in which case the appropriation shall remain nonlapsing for as long as the money remains available under the rules or practice of the granting entity; or

V. The amount is appropriated under a special warrant article, in which case the local governing body may, at any properly noticed meeting held prior to the end of the fiscal year for which the appropriation is made, vote to treat that appropriation as encumbered for a maximum of one additional fiscal year; or

VI. The amount is appropriated under a special warrant article and is explicitly designated in the article and by vote of the meeting as nonlapsing, in which case the meeting shall designate the time at which the appropriation shall lapse, which in no case shall be later than 5 years after the end of the fiscal year for which the appropriation is made.