

MINUTES OF BLAISDELL MEMORIAL LIBRARY TRUSTEES MEETING

May 5, 2016

Present: Allison Forte, Allison Friend-Gray, Eric Stern, Laura Cottrell, Jennifer Phillips
The meeting was called to order at 7:05pm.

Policy Updating / Current Task: The personnel policies have not yet been updated, but Eric will continue to work with the Town Administrator to get the library policy better aligned with the town policy.

Secretary's Report: The minutes of the March meeting were reviewed. Jen moved to accept the report as written. Laura seconded the motion. All voted in favor.

Treasurer's Report: Janet Hall provided the 2016 budget, updated through May 3. Jen moved to accept the report as written. Laura seconded the motion. All voted in favor.

Library Director's Report:

- "Credo" database searches are underutilized. Eric will try to better advertise this program, perhaps by visiting the school to share information about this resource. It is now linked to library catalog searches.
- The library will need to fill an aide position in the near future. Eric will post the position at a later date.
- Problems with the lift were discussed. Eric will seek a new lift company.
- The NHLTA membership dues form arrived in the mail. Susan will remain on the membership; Eric will be added to the membership.
- Laura moved to add the director's report to the minutes. Jen seconded the motion. All voted in favor.

Old Business: The plant sale was run by the Friends this spring. Plants will arrive soon.

New Business: Monthly tasks are nearly up to date. Eric will check to see if the alarm needs to be inspected this month and will schedule a carpet cleaning. Jen moved to accept any and all donations. Laura seconded the motion. All voted in favor.

The meeting was adjourned at 8:03pm.

Next meeting: Thursday, June 2, 2016, at 7:00pm.

Respectfully submitted,
Allison Friend-Gray