

*These Minutes Are Subject to the Approval of the Trustees*

**James E. Nichols Memorial Library  
Trustee Meeting  
35 Plymouth Street, Center Harbor, NH  
Oct. 28, 2013 at 5:00 PM**

**Present:** Helen Heiner, Jon Kinnaman, Sarah Heath, Kevin Desmond, Karin Karagozian, and Jo Morse  
**Excused:** Jessie Foley

**Meeting** called to order at 5:01 pm.

**Minutes** of the previous meeting were presented. The date was corrected to Sept. 23 and Jon asked to have the word “delete” under his Report changed to “cull.” Minutes were approved. Moved by Karin; seconded by Kevin, unan. passed.

**Treasurer’s Report**

Report was accepted: Jo m; Kevin s/ unan. passed.

**Librarian’s Report**

While patron visits were down, our circulation continues to be on a two year rise. Jon is tracking the hours of library use and distributed a chart. Monday and Friday the busiest days. Tuesday has more business than Thursday. Saturday mornings are popular.

**Old Business**

Belknap Landscape gave us a quote on 2 trunk sizes and heights. The smaller tree will catch up to the larger one a couple of years. Sarah moves that we buy the maple larger tree for \$1825, work to be completed in the spring. Window trim painting—no one wants the job because it’s fussy and a lot of work. No word on carpet or roof tiles.

**New Business**

Sarah and Helen went to a Selectmen meeting and discussed the generator. The Energy Commission will look in how to install it. The Selectmen haven’t decided whether to buy one and circulate it, or to buy one for the library. Electricity is low level outside. And we need to rewire the ceiling in the stacks. Discussion about Christmas lights for our tall evergreen—how to put the lights on? A cherry picker from NHEC? Fire truck?

**Budget**

Sarah looked at the passes. Canterbury was little used. Jon had posted on our web site many times about our pass. He’ll give us figures for their use next meeting. Bob Beam has a lot of information about the heating system, and Kevin wants to document what we have and what needs doing (like bleeding a radiator weekly). Helen said Glen had not had a raise, and he’s been here more than 6 months. We could give him a raise retroactive to the 6 month date, and then a raise next year. Jon thinks we should keep Kim at her current salary. No one had other questions for Jon.

**Close the Meeting**

Sarah moved that we **close the meeting** for Personnel issues. Karin seconded the motion; unan. passed. The Meeting now proceeds without any staff.

**The Meeting is now open;**

Karin m; Sarah s/unan. passed.

**Other Business**

Helen would like to give the Meredith Garden Club some money. They did a nice job with the urns. And we need to look into a new Trustee. Jo suggested the Towers on High Haith. Sarah suggested Priscilla Manville.

**Motion to adjourn** at 6:40 pm; Moved by Kevin; Jo s/ unan. passed.

Submitted by,

Jo Morse, Secretary

**Next meeting** is November 25 at 5 pm.

