Baker Free Library Monthly Trustees’ Meeting  
Wednesday July 31, 2019 in the Welch Meeting Room

DRAFT MINUTES

PRESENT: Dave Withers (DW), Benette Pizimentti-telephonically (BP), Marc Van De Water (MV), Jennifer Warburton (JW), Eric Anderson (EA), Betsy Mahoney (BM).

1. **Meeting called to order at 5:17 by MV**

2. **CIP Numbers Update by DW**
   a) Last fiscal year, town approved adding $8000 to emergency fund, bringing the total to $25,000. This is the fund that trustees can spend by trustee vote.
   b) Last fiscal year, town approved adding $20,000 to the Library Maintenance Capital Reserve Fund. This money can only be used after town meeting vote approving the expenditure.
   c) Geoff contacted DW to update the number requests for next town meeting. We have until the end of August to get the first draft of number requests back to Geoff.
   d) Geoff sent a spreadsheet to DW for trustee review.
   e) Because of the current air-conditioner failures on the main floor of the library, the board had wanted to revisit these numbers for next year.
   f) JW moved to approve submitting the following for CIP requests: $20,000 for next year’s Library Maintenance Capital Reserve Fund and to request $5,000 for next year’s library emergency fund. Seconded by EA. Vote unanimous.

3. **Approve Donation**
   a) The library received a generous donation of $200 from Kent Street Coalition.
   b) EA moved to accept this donation, Seconded by DW. Vote unanimous.
   c) Betsy will send a thank you note.

4. **NH Downloadable Books**
   a) The NH State Library has requested the library to vote on whether to approve an increase in the state-wide contract for the NH Downloadable Books service. The increase for BFL would be an extra $80 per year.
   b) Betsy reported that BFL has a very large usage of this NH Downloadable Books service with a lot of ebooks and e-periodicals usage so the cost per BFL patron is 34 cents per year.
   c) NH State Library has asked BFL to vote on whether to approve the increase in the new state contract.
   d) NH Downloadable Books is part of the BFL electronic resources which are paid for by the library staff completing the U.S. passport services and the $80 would come from that passport fund.
   e) EA moved to authorize Betsy to vote that BFL is in favor of accepting the increased cost for the NH Downloadable Books service. Seconded by DW. Unanimous vote.

5. **Logo Round 4**
   a) Logo 1 and 2 of the final round are approved. Benette to contact Eva to ask her to make a third copy of logos 1 and 2 but with the color palette of logo 3.
   b) The trustees are going to make the three logo color choices open to vote for the public.
   c) EA volunteered to make a poster display to begin gathering public vote.
6. **Library Director Hiring**
   a) Moved to executive session at 5:35pm
   b) Returned to public session at 8:15pm

7. **Public Comment**  None

8. **Adjourn**  The meeting was adjourned at 8:30 PM.

   Submitted by,
   Jennifer Warburton