

Baker Free Library  
Board of Trustees  
Meeting Minutes  
Approved 4/09/2008

1. **Call to Order:** The meeting began at 6:40 p.m. Present were Elizabeth Foy, Tom Ives, Colleen Haggerty, Susan Hatem, John King, and Interim Director Jennifer Ericsson.
2. **Approval of Minutes:** John moved to approve the minutes of the meeting of 3/10/2008 with the correction that Tom, not Colleen, had moved to approve the minutes of 2/20/2008. Tom seconded John's motion and the minutes of 3/10/08 were approved 5-0 with the correction.
3. **Budget committee public hearing:** Susan reported that the budget committee had a public hearing scheduled for 7 p.m. and urged all trustees to attend after our meeting to support the library's proposed FY 09 budget.
4. **Budget report:**
  - a. Monthly budget as of 3/31/08: At 75% of the year, the BFL has spent 73% of its FY 08 budget. John made a motion to approve the report, Colleen seconded it, and the motion passed 5-0.
  - b. Special expenditures account: Tom reported that \$238.95 was taken out of the special expenditures account to pay for retiring director Linda Kling's farewell party. In relation to the Certificates of Deposit purchased in November, interest on the first three-month CD was \$66.46. John moved to approve the report, Susan seconded, and the motion passed 5-0.
5. **Interim Director's Report:**
  - a. New hires: As interim director, Jenny asked the trustees to accept the recommendation that two new part-time pages, Molly Milazzo and Rebecca Johnson, be hired. John made a motion to hire the pages, Colleen seconded it, and the motion passed 5-0.
  - b. Special events: Monday, April 21<sup>st</sup>, children's musician Judy Pancoast will return to the library for an 11:00 a.m. performance. On Thursday, May 15<sup>th</sup>, award-winning romance author Kristin Higgins will speak at the library.
  - c. Spring clean-up: Jim Swenson has started spring clean-up on the beds he did last year and is willing to do those that were part of last year's landscape project at well. Tom made a motion to authorize the expenditure, John seconded it, and the motion passed 5-0.
  - d. Grant application: Elizabeth will review the materials for possible application to the Gates Opportunity Online Hardware Grant Program. Tom made a motion to authorize Elizabeth to explore and apply for the grant on behalf of the BFL. John seconded it and the motion passed 5-0.
  - e. Lion: Bow resident Carol Gouin called Jenny to report the "library lion" for the main entrance is on its way.
  - f. Credit card bills: After discussion, the Board asked Jenny to cancel the FIA card services credit card and Sam's credit card that had been used for library

expenditures and check with Linda about any purchases on the last few statements that Jenny is not able to identify.

- g. Police “call sheet”: Jennifer Ericsson and Bob Garland are the two names the Bow Police have in case they need to call someone regarding a library issue or emergency.

**6. Library Director:** Susan and Tom reported on their efforts to compile a summary of the salary and benefit package for presentation to the candidate. Susan will join Elizabeth and Colleen to discuss it with the candidate on Thursday.

**7. Correspondence:** Linda sent the trustees a nice thank you note for the farewell party and library painting.

**8. New meeting:** Wednesday, May 14<sup>th</sup> at 6:30 p.m. in the Bow High School Media Center.

**9. Adjournment:** The meeting was adjourned at 7:55 p.m. so the board members could go to the town Budget Committee public hearing.

Respectfully submitted,

Susan Hatem, Secretary