

**Baker Free Library  
Board of Trustees Meeting  
December 9, 2009  
Minutes**

1. Call to Order:

The meeting was called to order at 4:37. Present at the meeting were Colleen Haggerty, Lisa Richards, Elizabeth Foy, Tom Ives, and Library Director Lori Fisher.

2. Approval of Minutes:

Minutes from November 5 meeting were approved on a motion by Colleen, seconded by Tom, and passed 3-0. Minutes from November 18 meeting were approved on a motion by Colleen, seconded by Tom, and passed 3-0.

3. Treasurer's Report

a. Monthly Budget Summary: Monthly budget report as of 11/30/09 was reported on by Tom. Expenses for the month were at 34.13%. Motion by Lisa to accept the report, seconded by Elizabeth, and motion passed 4-0.

b. Special Expenditures Account: Report on November expenditures was reported on by Colleen. Balance is \$49,030.09 including Gates Grant Fund. Lost and damaged books, donations, overdue fines, and employee purchases totaled \$1,468.49. Motion by Elizabeth to accept the report, seconded by Tom, and motion passed 4-0.

c. Donations: There were no donations in November.

4. Director's Report

a. Volunteer Appreciation Event: Event is happening tonight following trustees meeting, and about 30 people are expected.

b. Holiday Giving Tree: A tree is available with suggested books, CDs, and DVDs to purchase and donate to the library, totaling about \$1000 of tagged items that will be purchased.

c. Shifting for Periodical Space: Large print books have been moved to a back space, and older books have been donated to White Rock.

d. Change in Large Print Ordering: Lori will be purchasing from a new company which will save \$1000-\$1500 per year. She will be surveying library patrons in January about desires for large print materials.

e. Letter from NH Department of Labor: A certified letter was received from the NH Dept of Labor indicating a potential problem with workers' compensation coverage. Lori will contact the Dept of Labor for clarification.

5. Old Business

- a. 2010/2011 Budget Review with Selectmen: Lori, Tom, and Colleen met with selectmen on November 18, and the meeting went well.
- b. BFL Staff Communications Policy and Social Network Software Policy: Lori shared draft policies with trustees. Both policies were approved on a motion by Tom, seconded by Lisa, and approved 4-0.
- c. BFL Long Range Plan: Lori requested 2 trustees to work with her on developing a timeline for implementation of the plan. Lisa and Elizabeth agreed to work with Lori on developing this.

6. New Business

- a. Trustee Resignation: John King submitted his resignation on November 26, 2009. His term goes through 2012. Elizabeth will investigate if it is possible to move another trustee into John's position for the remainder of the term.

7. Next Meeting: Next meeting is January 13, 2010, at 4:30 PM.

8. Adjournment: The meeting was adjourned at 5:25, on a motion by Colleen, seconded by Lisa, and motion passed 4-0.

Respectfully submitted,  
Lisa Richards, Secretary