

**Baker Free Library
Board of Trustees Meeting
November 18, 2009
Minutes**

1. Call to Order:

The meeting was called to order at 4:35. Present at the meeting were Colleen Haggerty, Lisa Richards, Elizabeth Foy, and Library Director Lori Fisher.

2. Approval of Minutes:

Minutes from October meeting were approved on a motion by Colleen, seconded by Elizabeth, and passed 3-0.

3. Treasurer's Report

a. Monthly Budget Summary: Monthly budget report as of 10/31/09 was reported on by Lori. Expenses for the month were at 27.3%. Motion by Lisa to accept the report, seconded by Elizabeth, and motion passed 3-0.

b. Special Expenditures Account: Report on October expenditures was reported on by Colleen. Balance is \$63,642.67 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 Lisa, and motion passed 3-0.

c. Donations: There were three donations totaling \$395.94.

4. Director's Report

a. Employee Vacation Rollover into 2010: Two staff have requested to carry forward one week of vacation time into 2010. This was approved on a motion by Lisa, seconded by Colleen, and motion passed 3-0.

b. Lori's Vacation: Lori will be on vacation November 30 - December 5, 2009. Jenny Erickson will be in charge while she is gone.

c. Volunteer Appreciation Event: An event is scheduled for December 9, after the trustees meeting. Invitations have been sent to 50 library volunteers.

d. Friends Group Revitalization: Two Bow residents have volunteered to lead the group, and one trustee member is desired. Elizabeth volunteered to participate in the group. Jenny Erickson will be the staff member. A membership drive will be held before next fall, and a membership meeting will be held in January to recruit additional public members.

5. Old Business: to be covered at the December trustees' meeting.

6. New Business

a. Warrant Article Discussion: A revision needs to be introduced at the 2010 Bow Town Meeting to add language that "in accordance with RSA 202-A:4-c", concerning article #23. The revision was approved on a motion by Lisa, seconded by Colleen, and motion passed 3-0.

b. New Library Policies: Lori shared draft policies on Patron Behavior and Unattended Children. Both policies were discussed and approved on a motion by Lisa, seconded by Colleen, and motion passed 3-0.

7. Next Meeting: Next meeting is December 9, 2009, at 4:30 PM.

8. Adjournment: The meeting was adjourned at 5:15, on a motion by Colleen, seconded by Lisa, and motion passed 3-0.

Respectfully submitted,
Lisa Richards, Secretary