

**Baker Free Library
Board of Trustees Meeting
March 10, 2010
Minutes**

1. Call to Order

The meeting was called to order at 5:45. Present at the meeting were Colleen Haggerty, Elizabeth Foy, Tom Ives, Lisa Richards, and Library Director Lori Fisher.

2. Approval of Minutes

Minutes from February 10 meeting were approved with several corrections, on a motion by Tom, seconded by Colleen, and passed 4-0.

3. Treasurer's Report

a. Monthly Budget Summary: Monthly budget report as of 2/28/10 was reported on by Tom. Expenses for the month were at 58.16%. Motion by Lisa to accept the report, seconded by Colleen, and motion passed 4-0.

b. Special Expenditures Account: Colleen reported on the February report. Total available in special expenditures is \$47,193.44. Motion by Lisa to accept the January report, seconded by Elizabeth, and motion passed 4-0.

c. Donations: There was one donation in February.

4. Director's Report

a. February 25 Storm Damage: There was some minor damage from the storm, including a fallen treetop, the well pump needing resetting, ceiling water damage, and a corrupt database. Lori was able to restore the database and a roofing company will be called to repair the roof and ceiling damage.

b. Meeting Room Key Changes: Door locks were changed, costing \$700. New keys have been made, and any person needing a room key for after library hours must go to the Bow Police Dispatch Station.

c. Friends Revitalization Update: Lori has been meeting with 2 residents who are planning an initial organizational meeting for the Friends Group on March 29 at 7:00. The meeting purpose is to elect officers and set a date for the first Friends Board meeting. Elizabeth will attend as the trustee representative.

d. 2010 Library Statistics: January - February 2010 statistics show a 10% increase in adult circulation over 2009, increases in all collection categories, and a 10% increase in program attendance.

5. Old Business

a. 2010/2011 Budget: Trustees planned to attend the town meeting immediately following their meeting.

b. Meeting Room Agreement Policy Changes: Lori presented a revised meeting room agreement policy. Changes include the use of the library's DVD/TV player not being allowed if requested less than 24 hours in advance, and a \$10 rental fee for the TV/DVD player per meeting. Also added to the policy was a statement about picking up the meeting room key after library hours at the Bow Police Dispatch Station. The policy

changes were approved on a motion by Colleen, seconded by Tom, and motion passed 4-0.

c. Heating System Resolution: Not resolved yet, will be discussed at next meeting.

6. New Business

a. Library Bulletin Board: Lori will be drafting a bulletin board policy to assure inappropriate materials are not posted, and that all posted materials are first approved by Lori.

7. Next Meeting: Next meeting is April 14, 2010, at 4:30 PM.

8. Adjournment: The meeting was adjourned at 6:45, on a motion by Colleen, seconded by Tom, and motion passed 4-0.

Respectfully Submitted,
Lisa Richards, Secretary