

**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