



MINUTES

MEETING OF THE TRUSTEES OF THE WADLEIGH MEMORIAL DEVELOPMENT FUND

November 25, 2014 7:00 p.m.

The meeting of the Trustees of the Wadleigh Memorial Development Fund was held on November 25, 2014 at the Wadleigh Memorial Library. The Trustees whose names are checked below were present in person:

<u>Trustee Name</u>	<u>Present at Meeting</u>	<u>Trustee Name</u>	<u>Present at Meeting</u>
Peter Basiliere	<input checked="" type="checkbox"/>	Yvonne Beran	<input checked="" type="checkbox"/>
Bill Kokko	<input checked="" type="checkbox"/>	Michelle Sampson	<input checked="" type="checkbox"/>
Tom Schmidt	<input checked="" type="checkbox"/>		
Susan Taylor	<input checked="" type="checkbox"/>		

The meeting was called to order by Peter Basiliere at 7:04 p.m.

MINUTES

Minutes from the May 6, 2014 meeting were presented.

VOTED – Yvonne moved to accept the minutes. Tom second. All in Favor (AIF).

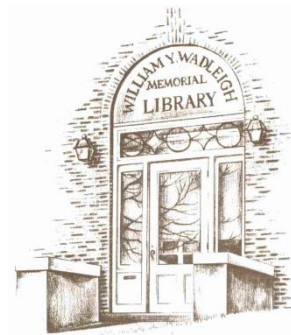
FINANCE UPDATE

Yvonne presented the financials which include approximately \$18,000 in savings and \$5,000 in checking for a total of approximately \$23,500. There was \$2,300 remaining in the Quinn/Senior’s grant in October. Yvonne made note that our expenses are exceeding income and at some point we’ll need to curtail spending or raise funds.

Since the last meeting the IRS 501c3 status was reinstated, IRS return completed, annual state paperwork completed and will be notarized today for submittal. The five year corporate registration with the secretary of state will be due in June 2015.

Wadleigh Memorial Library Development Fund

NHCF funds: \$42,000 in the agency fund and \$145,000 in the designated fund. Yvonne has requested quarterly statements from NHCF.



Yvonne requests reimbursement for miscellaneous expenses.

VOTED: Motion to reimburse Yvonne up to \$30 for expenses relating to development fund accounting.

OLD BUSINESS

Michelle updated group on the summer reading program. She reports program is popular as always. The 3D printer has been very popular. The printer has been demonstrated at the Rotary, SV Expo, and there have been several P/R mentions including an article in the Christian Science Monitor, a mention on NHPR, and an article in the Nashua Telegraph. The printer has created foot traffic, including many who are new to the library. Partnerships with MHS, in particular Mr. Xydias, has drawn student to the printer resource. Maryanne is the primary facilitator for the printer. She has applied for a grant to have 1 or 2 “cube” 3D printers. These are more appropriate for younger children as it is easier to use but uses proprietary materials which are more expensive. Materials fees are used for repairs, etc. Michelle would like to consider purchase of 3D scanner.

ACTION: Peter will research scanners and prices.

Brochures printed to support library expansion are already out of date due to change in conceptual drawings. Trustees have covered cost of initial printing. Development funds will be used for final printing.

LIBRARY ADDITION UPATE

Update on library addition. Michelle has presented to the budget advisory committee (BAC). The presentation went well. She received lots of questions. Slides are available on the Wadleigh website, video of presentation on Town of Milford website. Michelle reported that she is very happy with the architect as he is knowledgeable about library trends and listens to stakeholders. Process is on track for warrant article presentation. Timing is good with low interest rates, it's important to get people to vote.

Wadleigh Memorial Library Development Fund

A question was raised during BAC presentation if there will be fundraising to offset costs. Trustees feel they have already supported purchasing of other properties, equipment, etc. totaling almost \$1 million. There is also an awareness of several capital campaigns in the community. Project should be positioned as a town responsibility, auxiliary items could be positioned as fundraising opportunities.



Discussion about the addition of a “donate now” button on website to facilitate giving. Discussed using “Just Give” as a tool for this; a little more expensive than Paypal, but more user friendly.

ACTION: Tom to research and work with Yvonne to add this functionality to website.

ACTION: Michelle to request set up of developmentfund@wadleighlibrary.org. This email address will route to Michelle who will forward emails to appropriate individuals.

OTHER BUSINESS

There are no funding requests to review.

Meeting adjourned at 8:25 p.m.

Susan Taylor, Secretary