



MINUTES

MEETING OF THE TRUSTEES OF THE WADLEIGH MEMORIAL DEVELOPMENT FUND

April 25, 2017 7:00 p.m.

The meeting of the Trustees of the Wadleigh Memorial Development Fund was held 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, <i>President</i>	<input checked="" type="checkbox"/>	Yvonne Beran, <i>Treasurer</i>	<input type="checkbox"/>
Bill Kokko, <i>VP</i>	<input checked="" type="checkbox"/>	Betsy Solon, <i>Library Director</i>	<input checked="" type="checkbox"/>
Tom Schmidt, <i>Trustee</i>	<input checked="" type="checkbox"/>		
Susan Taylor, <i>Secretary</i>	<input checked="" type="checkbox"/>		

Guest: Judy Gross, Chair Library Board of Trustees, judygross1@comcast.net

The meeting was called to order by Peter Basiliere at 7:00 p.m.

MINUTES

Minutes from the January 24, 2017 meeting were presented. No revisions.

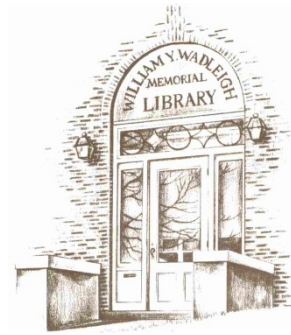
VOTED – Tom moved to accept minutes. Bill seconded. All in favor (AIF) of accepting minutes.

INTRODUCTIONS

Peter provided brief history of the Library Fund for the benefit of Judy Gross. Fund is a 501(c)(3) organization. Purpose of fund is to enhance physical structure and services library provides. Fund could be used as a conduit for building/capital donations as donations would be tax deductible.

FINANCE UPDATE

Summary of financials were distributed prior to the meeting and presented at meeting. Funds are at NHCF (they are in two funds specific to the benefit of the Wadleigh Library), interest from



investments are distributed – capital preserved. In January \$5,687 and \$1,644 were received from NHCF. Cash account has balance of \$34,465.65.

VOTED: Susan moved to accept financials. Tom seconded. AIF of accepting (financials attached)

A check was received from Benevity for \$9.52. Peter will look into Benevity and where/who the funds came from and then follow up with Yvonne.

GENERAL DISCUSSION

Update from Betsy: Just finished 3 month anniversary. One item that has been raised is that they are trying to create more engagement with community. As an example Books and Badges reading program with police department. Summer reading theme is build a better world. Request for \$2,500 to support summer reading program presented (request attached).

VOTED: Bill moved to accept request, Tom second. AIF.

Update from Judy: Trustees asked Betsy to put together a presentation of her perspective on the building. Request was to present not just what is needed in a new building, but also what can be done with what we have. Betsy provided short, mid, and long-term recommendations. Short term focused on employee morale and providing appropriate space and equipment for employees (for example moving offices and new furniture in staff kitchen). Other concerns include drainage by handicap parking area, rethinking circulation desk, and creating more flexible space. Trustees are creating a committee to evaluate the previous proposal, what worked and what did not work being conscious of cost, design, and feedback from staff. Work through planning and target 2019 for warrant article. Trustees will gather three boards (Trustees, Friends and Development Fund) to solicit help with committee including suggestion for committee members. Trustees are working to create a charter to provide direction for this group. Peter asked if fundraising was still a consideration. Judy stated possibly, but Library Association recommends getting vote by town and then raising money. Group discussed possible names for committee – building committee suggest the end result will be a building, perhaps call the group Expansion Task Force vs. building committee. Suggest this group consider the vision for today's services and future services, then develop plan to address them (which may include building).

Wadleigh Memorial Library Development Fund

Other suggestions: be conscious of perception that library space is less needed as info becomes more digital, be sure plan takes into account inflation/create a buffer, be aware of potential conflict of interest when recruiting members, be careful of how you present the need – i.e. building is not in crisis. Trustees have set tentative date of June 16th or 23rd for gathering.



Next meeting not scheduled.

Meeting adjourned at 7:55 p.m.

Respectfully submitted by Susan Taylor, Secretary

The Wadleigh Library Development Fund Financial Summary to end March, 2017

Cash Flow

DESCRIPTION	\$ AMOUNT
TD Bank Savings :	
Opening balance	18,468.52
Interest	2.56
NHCF Fund pay (Designated)	5,687.33
Sub-total	24,158.41
TD Bank Checking:	
Opening balance	8,681.35
Interest	1.15
Donations	0
NHCF Fund pay (Agency)	1,644.37
Bumper Magnet Sales	0
Sub-total	10,326.87
Less expenses	18.63
Sub-total	10,308.24
Grand total:	\$ 34,466.65

Expenses

DESCRIPTION	\$ AMOUNT
Summer reading	0
Senior reading materials (Quinn)	0
Treasurer's Expenses	18.63
Filing Fees	0
Bumper Magnets Printing	0
Grand total:	\$ 18.63

NB.: These accounts follow on from the Summary for the Meeting on January 24, 2017, and are to end March, 2017.

New Hampshire Charitable Foundation (NHCF): charitable funds summary

Agency Fund (2946-1) balance as of December 31, 2016: **\$ 40,051.28**
 Designated Fund (4022-1) balance as of December 31, 2016: **\$ 138,524.17**
Total: \$ 178,575.45

Quinn Grant monies:

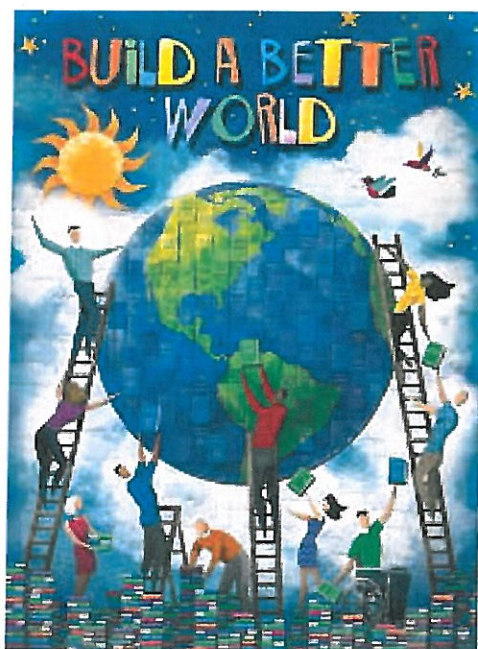
Opening balance: **\$ 5.80**
 Current balance: **\$ 5.80**

TO: Wadleigh Memorial Library Development Fund
FROM: Betsy Solon, Library Director
DATE: April 25, 2017
RE: Grant request

For the past several years the WMLDF has generously sponsored the Library's annual Summer Reading Program. As a result of your sponsorship, I am told we offer many high quality events throughout the summer months which encourage patrons to keep reading and learning.

As Michelle has explained in previous grant requests, the Summer Reading Program series meets three of the library's six goals set forth in our Strategic Plan: promoting lifelong learning; increasing outreach to middle and high school students; and contributing to a sense of community pride. We are especially excited about this year's national Summer Reading Theme: **Build a Better World**, and staff has already developed a long list of programming ideas to increase collaboration between the Library and the Milford community.

As with last year, for 2017 we would like to request funds in the amount of \$2500 to be used to fund the summer program series for all ages. General information about the nationwide program can be found at www.csipreads.org. The majority of the requested funds will be used to pay for performance fees for our larger children's programs and adult presentations held throughout the summer; the remainder will purchase a myriad of supplies—including both program supplies and prizes. Thank you very much for your consideration of this request.



TOTAL REQUEST: \$2500