

Dunbar Free Library
Trustees Minutes
January 20, 2011
DFL Library

The meeting was called to order by Chairperson Susan Mellow at 6:01 pm.
Trustees Present: Susan Mellow, Mary Kronenwetter, Ed Jenik, Joy Gobin
Public Present: Dawn Huston, Joey Holmes, Susan Wren

Secretary's Minutes

- Ed moved to accept the minutes. Joy seconded. Motion passed.

Public Comment

- None

Reports

Friends Report

- Annual Appeal Campaign has begun.
- New advertising for MFA passes has increased use of passes
- Annual Meeting of DFL Friends (Tuesday, May 17, 7pm) will feature "Two Old Friends" (NHHHC) back by popular demand

Treasurer's Report

- See Treasurer's Report
- Andrews Family donated an additional \$1,000 to Joyce Andrews memorial Fund. Trustees will send thank you note.
- Joy moved to accept the Librarian's report. Susan seconded. Motion passed.

Librarian's Report

- See Librarian's Report (circulation/attendance and program statistics attached)
- Dawn requested a monetary gift for Kathy Williams, DFL's weekly contracted cleaner, to accompany a note of condolence on the loss of Kathy's husband. the Trustees approved \$100. Joy moved to accept the motion to approve the gift. Susan seconded. Motion passed.
- Susan asked Dawn about how frequently the roof was shoveled. Dawn replied that there was no set schedule/guidelines. It is done less often now that there is heating tape on the roof. Trustees were ok with Dawn using her best judgment.
- Dawn updated Trustees on computer purchases, replacements and library locations for them and there was a discussion on the pros and cons of Mac vs PC.
- After discussion, Susan moved that the Trustees allow Dawn to purchase whatever computer system she thinks will work best for DFL. Ed seconded.
- Ed moved to accept the Librarian's report. Sue seconded. Motion passed.

Building Committee Report

- Warrenstreet Architects of Concord has been chosen as the DFL expansion architects after an RFP and interview process chaired by Ed Jenik. This is the outfit that worked on South Cove Activity Center at Eastman.
- Ed has also received a proposal from Peter Blakeman (civil engineer/site manager), who had worked on the previous DFL expansion.
- Ed expects architectural services to run \$82,000-83,000.
- Susan moved to allow Ed to sign contract with Warrenstreet Architects. Joy seconded.

Unfinished Business

- Old Map discussion tabled again until Russ returns
- Dawn presented statistics she gathered comparing town population and number of library trustees. There was no discernable pattern and there was a significant range that did not correspond to population in many cases. The Trustees will continue to consider increasing the number of DFL Trustees, but will not make a decision to increase for this upcoming election.
- The Trustees discussed the need for a Fundraising Committee for the Expansion.
- The Trustees believed that fundraising probably could not be done by the current Trustee group and that there was provably a need for a professional fundraiser.
- Dawn will ask her NH Library Discussion board about other libraries experiences with using professional fundraisers.
- Susan will contact the Schotanus family (who worked on fundraising for the Reney property, to see if they were interested in getting involved or had any leads on professionals.
- Trustees discussed Trustee role expectations. Joy expressed her feeling that there was more work than she had expected and that she was considering resigning. Susan stated that she would consider running to be reelected if she didn't have any officer position.
- Hiring an outside bookkeeper was discussed. Previously there had been discussion of sharing a bookkeeper with the Trustees of Funds, but that never happened
- [Note: On Jan 23, Joy sent the following resignation email]

From : Joy Gobin <joygobin@gmail.com>

Subject : trustee resignation

To : Susan Mellow <srmellow@comcast.net>, Ed Jenik <ed.jan@comcast.net>, Russell Clark <rgclark@albion.edu>, Mary Kronenwetter <mtck@comcast.net>, Dunbar Free Library <dunbarlibrary@comcast.net>

Cc : Becky Newton <bnewton4@comcast.net>

Sun Jan 23 2011 18:23:55

Dear Dunbar Free Trustees and Dawn,

This email is to inform the Dunbar Free Library Board of Trustees and Dawn Houston, that I am officially resigning my position as Trustee, as of April 1, 2011.

My intent, when I ran for the position, was to help my community library.

I have always been a community volunteer and will continue to support the library in its growth. I will drop off a copy of my resignation and inform Becky Newton, Town Administrator, so she can inform the public of the additional position.

Sincerely,

Joy M. Gobin

New Business

- Ed asked as many DFL Library Trustees as possible to attend the Feb 2 (6pm) Selectman Meeting to defend the DFL budget, and warrant articles.
Dawn to follow up to make sure they have our warrant articles in hand.
- Reminder Town Meeting is March 8, 5pm
- February meeting moved to February 24 (Feb 17 is during school vacation).

Public Comment

- None

No non-public session was held.

Ed moved to adjourn the meeting. Joy seconded. Motion passed.

The meeting was adjourned at 7:50.

Respectfully submitted,

Mary Kronenwetter
DFL Recording Secretary