

# DRAFT

Dunbar Free Library  
Trustees Minutes  
May 19, 2011  
Dunbar Free Library

The meeting was called to order by Chairperson Mary Kronenwetter at 5:34 pm.  
Trustees Present: Mary Kronenwetter, Wendi Grant, Lori McClory, Ed Jenik, Susan Mellow  
Public Present: Dawn Huston, Joey Holmes

## **Secretary's Minutes**

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

## **Public Comment**

- There was no public comment at this time.

## **Reports**

### Librarian's Report

- Dawn reported that Lisette has had a preliminary review. All staffing is fine.
- Mr. Demco would like to donate a mystery collection to the DFL. Space is an issue until the addition is completed.
- There was a brief discussion regarding hanging materials on the wall in the children's room. It was agreed that Dawn and Lisette will make the final decision for choosing the proper material that will not ruin the existing wall.
- Dawn will give Susan the corrected copy of the NH Public Library Annual Report Fiscal Year 2010 to include in the minutes.
- The kick off for the summer reading program will be held at the Town Hall on Sunday, June 19<sup>th</sup> at 2 pm.
- Ed moved to approve Librarian's report. Lorie seconded. Motion approved.

### Friends Report

- Dawn reported that 76 people attended the "Two Old Friends" event. It was fabulous.

### Treasurer's Report

- Lorie moved to accept Treasurer's report as presented. Mary seconded. Motion approved.

### Unfinished Business

- Susan will check into securing Jere Daniels for a presentation on local history in October.
- Ed will purchase the generator in early fall. Hayward will install the generator.

### New Business

- DFL Policy Review

1. Dawn would like to include snowshoe borrowing policy. Ed moved to accept the snowshoe borrowing policy as stated in the Tuftonboro policy. Mary seconded. Motion approved. (A copy to be included in the minutes.)
2. Ed discussed the library's responsibility when served with a court order. Dawn will research the policy before the June meeting.
3. Mary moved to change the thank you note policy. If a gift is in excess of \$100.00 the trustees will send the note. Any gift under \$100.00 will be written by the library director. Lorie seconded. Motion approved.
4. Ed moved to change the wording to read "The Board of Trustees will schedule regular monthly meetings. These meeting times will be posted on the website." Mary seconded. Motion approved.
5. Dawn will update and distribute Bylaws to the trustees 2 weeks prior to the June meeting. Corrected Bylaws will be approved at the June meeting. Corrections, deletions, and additions will be highlighted in red and emailed to the trustees.

#### Strategic Plan Review

1. Ed reported that Nancy King is a weekend resident and a professional fund raiser. Mary suggested sending a letter of inquiry.
2. There are several fund raisers in NH and VT available to do pro bono work through SCORE. Pam Horton is one.
3. Kelly Speller could be the business contact at Sunapee Bank.
4. Trustees could bring visuals to the Chamber of Commerce.
5. We should have material available for Old Home Day.
6. There will be another Open House at the library on Saturday, May 21 from 1-4.
7. Lorie moved to authorize payment of \$5994.00 to Warren Street. Wendi seconded. Motion approved

#### Public Comment

- There was no public comment at this time.

Lorie moved to adjourn the meeting at 6:59 pm. Wendi seconded. Motion passed.

Respectfully submitted,

Susan R. Mellow  
Recording Secretary  
DFL Trustees