

Freedom Public Library Trustees Meeting  
Thursday April 18, 2019 Minutes

Present: Chuck Brooks, Chair; Jayne Britton, Treasurer; Paul Mathieu, Secretary; Elizabeth Rhymer, Librarian; Maureen Eliot, Alternate

The meeting was called to order at 3:34.

Maureen read the March minutes which were approved by the board.

Financial reports:

An entry for -\$380.00 under computer expense is a correction for a check written in 2018 that was not used. Income line 90000 -\$33.61 will be relocated to expense. \$6665.62 represents payment from the Williams trust for the lighting upgrade. Discussion of how to track Williams trust moneys. Jane will discuss with auditors how to list those expenses as well as the deposit. Budget vs. Actual: Maintenance number seems high but is inclusive of the lighting upgrade expenditure. \$482.52 income is payment for 2018 expense. A motion to approve the treasurer's report passed.

Agenda items:

- #1 Statement of Policy and Computer Use Policies discussions tabled to May
- #2 Friends of the Library request addendum was approved by the board. Chuck will convey it to the Friends. Budget figures for FOL income will be corrected by Pam and Jayne using Elizabeth's spreadsheet as approved by FOL.
- #3 Adding additional trustees would require approval through the town warrant process. Discussion tabled to a future date.
- #4 Paul spoke to the possibility of developing written bookkeeping guidelines to reduce the monthly decision making (and subsequent explanations) regarding what lines to charge with what expenditures/income etc.
- #5 Chuck has been in touch with Anne Cunningham regarding the 10 year plan. The board would like to develop a feasibility plan for library expansion.
- #6 Elizabeth will research the language of the will expressing the intent of the Morrow bequest.
- #7 The Williams CD reached maturation. Proceeds have been deposited into the checking account.

Next meeting: May 16, 3:30

5:04 adjournment

