

Freedom Public Library Trustees Meeting  
Saturday, February 16, 2019 Minutes

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

The meeting was called to order at 10:00.

Chuck distributed and asked the trustees to read through the FPL Statement of Policy and the FPL Public Computer Use Policy in preparation for the March meeting.

Paul read the January 12 minutes. Corrections and clarifications were made. A motion to accept the edited minutes passed.

Jane presented financial reports. An error in the Friends of the Library income line was identified, and a suggestion for improving the listing of book expenditures was incorporated. Jane will forward a corrected report to Paul to put into the red book (archive). Jane is continuing to work with Pam (bookkeeper) to get the payroll tax listings in the budgeting software to work correctly.

Chuck and Elizabeth will meet with a town official about a concern brought to our attention by a town selectman.

Elizabeth presented the Director's report.

Spring to fall groundskeeping bids were opened and read. The board discussed them and came to consensus on a favorite proposal, and a motion to offer the contract to that bidder was approved, with Maureen voting in Jayne's stead, Jayne having recused herself from this particular vote. The favored bidder did not include proposed fees beyond 2019; therefore the board decided to offer him the contract for one year with the stipulation that he provide a bid for 2020 by the first of October this year if he is interested in continuing the contract, which is renewable up to three years. Chuck will contact the bidder to offer the contract. Chuck will also check into what aspects of the bidding process are considered confidential so that our records will be properly recorded and archived. He will also contact the unsuccessful bidders following final acceptance of the contract.

Maureen reported that the Mountain Garden club will continue to maintain plantings around the property this year. The trustees and Elizabeth expressed appreciation for this public service.

Maureen reported on her research into interest rates at local banks and credit unions for consideration when current CDs reach maturation.

Paul will add a tab to the red binder where current year board minutes are archived for the purpose of keeping an easily accessed record of donations received that are dedicated for specific expenditures.

Chuck presented information about New Hampshire RSAs related to public library budgeting and spending. Chuck will check with the town to ensure that the town has properly authorized the Library trustees to accept gifts in accordance with RSA 202-A:4-c.

Chuck will explore with the town the concept of establishing a new trust fund to receive the Morrow bequest money in a way that will ensure its accessibility to the Library.

The next regular board meeting was set for 10:00am March 16.

Town meeting will be March 12th, preceded by a budget meeting March 11th.

Adjourned at 12:59.