

Freedom Public Library Trustees Meeting  
Thursday March 15, 2018 Minutes

Present: Chuck Brooks, Chair; Laura Robinson, Treasurer; Paul Mathieu, Secretary; Elizabeth Rhymer, Librarian Jayne Britton alternate

The meeting was called to order at 3:39.

Jayne Britton has been elected as a trustee to Laura's position as her term is expiring. Jayne will assume her position as Trustee once she is sworn in at town hall.

The minutes from February 15, 2018 were reviewed and edited. A motion to accept the February 15, 2018 minutes with edits was seconded and approved.

Chuck presented the treasurer's report, beginning with the Budget Vs Actual. The third page of the BvA was missing. Laura will bring a copy of page 3 to the library to put in the Red Book. The profit and loss statement was reviewed. A motion to accept the Treasurer's report was seconded and approved. The manifest was signed.

Elizabeth presented her Director's report. Elizabeth has purchased a new laptop computer for the treasurer and is in the process of transferring files to it.

LED lighting replacement- Elizabeth presented a proposal from EMC. Jayne will bring details of the proposal to the Rotary Club to continue the grant application process. Elizabeth will contact Eversource to find out: 1) The total cost for the library using the 0% loan; 2) If we can get an amortization schedule; 3) What are the methods they would require for prepayment of the loan. The board needs to decide what funds to use to pay the LED replacement from if we decide to prepay. The LED replacement can be completed without adding to the Library budget expenses due to savings on electricity; additional savings should be realized from reduced maintenance and electrical service work.

Freedom's supervisors of the trust fund are reviewing how to deposit the \$300 refund from the basement heating system installation.

Paul agreed to become the trustees' second signatory with Northway Bank. He will need to go to the bank with a copy of these minutes and ID. A motion to approve Paul Mathieu as second signatory at Northway Bank was seconded and approved.

Fire extinguishers are nearing their expiration date and will need to be replaced within a year. Chuck will put fire extinguisher replacement into his tickler file.

The current FPL Mission Statement was reviewed. A motion to continue with the FPL mission statement as currently written was seconded and approved.

Laura reported that the FPL bylaws may have been replaced by the statement of policy.  
Discussion tabled.

Motion to adjourn was seconded and approved at 4:59.

Next meeting date 4-12-18. Elizabeth will need to leave early.