

Freedom Public Library Trustees Meeting  
Friday April 20, 2018 Minutes

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

The meeting was called to order at 12:56 PM.

The March 15, 2018 minutes were reviewed and edited. A motion to approve the edited March 15, 2018 minutes was seconded and approved.

A motion to recommend Maureen Elliot to the Freedom Board of Selectmen as Alternate Freedom Public Library trustee was seconded and approved.

#### Financial Reports

Profit and Loss, and Budget Vs. Actual reports were reviewed. The treasurer's software is being adjusted. A motion to accept the financial report as presented was seconded and approved. The manifest was signed.

#### Director's Report

A Freedom Planning Board request for the Library Trustees to develop a new Ten Year Plan was reviewed and discussed. A preliminary draft presented by Elizabeth was reviewed. Discussion of the request and preliminary draft will continued in May.

Elizabeth reviewed the Friends of the Library conference figures submitted for 2018 and discussed options available for travel and accommodations. A motion to approve Elizabeth's Friends of the Library request for funding for the ASRLC Conference and other programs was seconded and approved.

The board agreed to provide representation to the Friends of the Library meeting at 7pm Wednesday May 2.

The summer grounds maintenance proposal by Matt Welch Landscaping and Property Maintenance was reviewed. A motion to accept the grounds maintenance contract by Matt Welch in the amount of \$2068 was seconded and approved.

A motion to remove Laura Robinson and Tom Luke's names as signatories on all Northway Bank accounts, and to approve Paul Mathieu and Charles (Chuck) Brooks as signatories on all Northway Bank accounts was seconded and approved.

The board discussed the LED lighting replacement project. A motion to proceed with the replacement and funding it using the Eversource program of continuing current monthly payments and applying cost savings toward the cost of the lighting replacement was seconded and approved.

A motion to approve \$90.00 for a quickbooks training program for Chuck to attend was seconded and approved.

The board discussed options for filling the Secretary, Chair and Treasurer positions, and the possibility of hiring or contracting with a bookkeeper. Chuck will continue with treasurer duties as currently practiced for another month. Discussion tabled to May.

The next meeting will be May 24, 2018 at 3:30pm.

Adjourned at 3:15 (estimated)