

**Board of Library Trustees
Minutes 03/06/2013**

Present: Jeanne Ivas (chair), Christine Smith, Kathryn Mudgett, Mike Yee, Becky Freer (director), Judy McConarty

Call to Order: Meeting called to order at 7:05 pm.

Topics added to the agenda: Capital Budget (Old Business), Sign Replacement and Community Room Panels (New Business).

Minutes: Minutes from the December, January and February meetings were accepted as amended by Judy.

Reports:

Director: Becky noted that the library was closed from Friday, February 8th through Monday, February 11th, due to extensive power outages and other hardships caused by the recent blizzard. With regard to Sunday hours, she reported that, on average, there have been between 85 and 100 visits per week. Becky reported that the Community Preservation Committee unanimously approved the library's request for \$9,000 in funding for a microfilm reader/scanner. The next step is to have the request approved at town meeting.

Financial: The February financial report showed overall expenditures in line with expectations for this point in the fiscal year.

Friends: The Friends are working on membership mailings. They are also planning to raffle some themed baskets. Due to budget constraints, they may be unable to renew some museum passes unless donors come forward with funding.

Old Business:

Budget: The library's FY14 operating budget request (\$551,679) has been submitted to the Advisory Board by Town Administrator, Jim Boudreau.

Capital Budget: The library is requesting capital funding for:

- Windows and seals
- Roof
- Restrooms
- Circulation desk

The library's capital budget requests will be discussed at the capital budget meeting next Tuesday, March 12th, at Town Hall.

New Business:

Grants: Becky and adult services librarian, Elissa Derby, have submitted a preliminary LSTA disability grant application. They also visited Brooks Free Library in Harwich to learn about the assistive technology they purchased through disability grant funding. NPL will know in April whether this grant application will move forward in the selection process.

Sign Replacement: Becky received an estimate of \$2,500-\$3,000 for a new library sign, made of wood, from John Bellefontaine (he made the sign in front of Town Hall). A second estimate of \$2,200 was received from another sign company.

Community Room Panels: Becky received estimates ranging from \$2,000 to \$8,000 for panels needed to enclose stored items in the community room. The board agreed that she should move forward with selecting a vendor and purchasing the panels.

Meeting adjourned at 8:00 pm. Recorded by Judy McConarty