

The trustees of the Thornton Public Library met at the library on October 22, 2013. Trustees Laura Laufenberg, Anita Ross, and Diane Gravel were present, as well as Library Director Nina Sargent. The meeting was called to order by Chairperson Laura Laufenberg at 3:00 pm.

The minutes from the September 17 meeting were approved as read.

Treasurer's report: Nina obtained \$4,950 from our operating account on deposit with the town. Two checks have not cleared for a total of \$66 outstanding. We may need to move some additional funds in the wages account because of unanticipated meetings and workshops this year that part-time coverage. Laura has reviewed the bank statement and budget report and determined that the records are in good order. Copies are on file at the library.

Budget discussion:

- Nina reported that only one bid for snow removal was received in the amount of \$2400. It was decided to run the Request for Proposals again, in both the *Record Enterprise* and the *Citizen*, with a deadline of November 15. The preliminary budget will allocate \$2200 for snow removal.
- Diane raised the issue of janitorial services for the coming year. All agreed that Nina should prepare specs for an RFP based on the town's proposal, and place it in both publications as soon as possible.
- All agreed that the line item for salaries should be increased to \$35,000 for 2013.
- All agreed to add a line item for advertising.

Nina announced that she plans to change the meeting time for the knitting club to a weekday morning, in an effort to appeal to a broader group of knitters.

Nina also announced that the Children's Librarian's Association of New Hampshire (CHILIS) is focusing on bringing more Common Core items into the library. They are considering recruiting volunteers from 4-H groups. Nina is now the treasurer for CHILIS, which will require her to attend monthly meetings.

Nina reported that Mr. Blackburn says the water testing had been done.

Nina advised the trustees that the old canopy was removed, without notice, from the school storage building and placed in children's room just before the Book Fair. All agreed that if the school cannot provide some storage space for the library, we need to rent climate-controlled space at a local facility.

There being no further business, Diane made a MOTION that the meeting be adjourned. The motion was seconded by Anita, and carried unanimously. The meeting adjourned at 4:00 pm.

Respectfully submitted,

Diane Gravel

