

**Pillsbury Free Library Board of Trustees  
Tuesday, September 20, 2016 Meeting Minutes FINAL**

**Present:** Sara McNeil, Michael Simon, Anastasia Glavas, Michelle Allen, Timothy Murphy, Kathy Carson, Judy Pelletieri; Library Director: Nancy Ladd

**Absent:** Jeanne Hand

Meeting began at 7:10pm.

**1. Honoring Director Nancy Ladd:**

The New Hampshire Library Trustees Association has selected Nancy Ladd as the library director of the year, co-awarded with Keene Public Library. This is a great honor and is well deserved. There will be a town wide reception to recognize Nancy, which will be held in the library on Saturday, November 12 at 2pm. All are welcome.

**2. Secretary's Report:**

**Minutes from last meeting were approved as written.**

**Motion: Michael                      Second: Kathy                      Approved as written**

**3. Corresponding Secretary's Report:**

There were no letters sent.

**4. Treasurer's Report:**

Paperwork was completed to set up automatic payments to TDS to eliminate any late payments.

**Treasurer's report was accepted into the minutes.**

**Motion: Timothy                      Second: Michael                      Report accepted**

**5. Finance/LCHIP Committee Update:**

The masonry contractor will be sending the final invoice for sealant soon.

The gutters contractor has received their first payment and will begin work soon.

The second LCHIP check was received on Saturday.

The masonry work is done. Once LCHIP gives their final approval on that work the final payment will be sent to the masonry contractor.

The front steps have been reset and the mortar redone.

The windows will be caulked soon and the storms have been ordered.

**6. Technology Committee Update:**

The technology committee recommends approximately \$900 be allocated in the 2017 budget to update the Microsoft Office software and security software on the library's computers.

The Goals and Objectives were updated by the committee and distributed to the board.

**7. Personnel Policy Committee Update:**

The committee will be meeting on Tuesday, September 27.

**8. Library Director's Report:**

The children's summer program was a success.

Children are registering for the '1000 books before kindergarten' program. Five have completed the program already. Book bags were made to give to children that have completed the program.

The online volunteer signup program is working well. It is being used for the book sale during foliage festival weekend.

Historical documents from 2016 will be placed under the front steps before they are sealed up from below.

**9. Circle of Friends Update:**

The circle will help decorate the library's tree for the Festival of Trees.

The circle is interested in organizing computer classes to be offered at the library.

The circle will be staffing a display during November election day.

The next meeting is October 18 2-4pm.

**10. Maria Room Renovations Update:**

The renovations in the Frank Maria room will fall under the building committee. These will include ceiling repair, floor leveling and repairing water-damaged walls.

Meeting adjourned the 9:10pm

Next meeting will take place on Tuesday, October 18, 2016 at 7pm.

Respectfully submitted,  
Michelle Allen