

## Fuller Library Trustee minutes January 3 2018

Phil Daley, Melinda Gehris, Helen Cole, Samantha Gallo, Norma Hubbard, Michelle Prentiss, Bob Woolner

Meeting called to order at 6:00pm

1. Review of minutes from December 2017 – accepted.

2. Monthly transactions- none to look at- Carol was on vacation- so, nothing to look at. We will look at it next month-

Project Lift- nothing to report this month.

3. Children's librarian job discussed- job description is changing. Tasks added to job- Sam would prefer to change the description, and the "compensation". Discussion of current budget written, to be voted on by the town, will cover the "increase" in compensation. All are agreed.

4. Signatures needed for the bank- Treasurer,(Norma Hubbard, Secretary (Robert Woolner) and Chair (Phil Daley) and Library Director (Samantha Gallo), need to sign cards at TD Bank and Bank of New Hampshire.

Discussion of trustee roles, and discussion of who is up for re-election. Melinda will research statutes of requirements/suggestions/recommendations regarding rotation of duties. As for now, we will continue in current roles.

5. Discussion of Heat- last Tuesday, Robin noticed one of the older units had frozen up. Chilly indoors, lower floor. Thursday, was chillier. Called "Jason". Frozen unit was defrosted. Saturday was acceptable, but still chilly. All good on Sunday and Monday. Tuesday morning, though, building was cold, and the water pipes were frozen.

Workers sent home, Sam stayed. Jason was called- installed more freon in system, this helped. Hilltop heating came to visit carriage house building, advised turning off "main water valve" of main house. After thawing building, water is still "running" somewhere. Seems to have a problem still within building. Turning off water main was a good idea...

Mark Roarick will look into the water problem tomorrow, Thursday, January 4.

Discussion of contingency planning for pipes on Thursday night, Friday and Saturday.

6. Policies update- Sam will review a policy per month for us to discuss. Also some discussion of creating an annual policy review schedule.

7. Town Holidays- because 2 holidays fall on normally-closed-days, discussion of floaters, or paid days- board thinks Sam can decide what is best for employees. As long as patrons will be notified.

8. Other business. Sam has found an interesting fact- according to "destiny", our library book collection is valued at...\$577,419.53... (actual value (?) estimated value is \$630,000.

Next meeting, February 7, 2018, Wednesday, 6:00 pm.

Meeting Adjourned at 6:35pm