

George H. Stowell Free Library Trustee Meeting Notes

January 8, 2018

Attendance: Kathi Patterson, Richard Scheuer, Kate Freeland, Brenda Freeland (Librarian)

1. Call to Order This meeting was called to order at 6:00 at the Stowell Library.

2. The Plainfield Public Libraries Board of Trustee made a formal request to the Cornish Library Trustees, dated 10/16/17. The request is for \$1000 annually to help cover the costs incurred by Cornish residents using the Plainfield Libraries. Discussion included the following points:

- Though the \$1000 request represents less than 1% of the 2017 Plainfield budget, it represents nearly 6% of the 2017 Cornish library budget - a significant amount.
- We want to encourage Cornish residents to use our library, not pay for them to go elsewhere.
- Other Cornish residents have chosen to use area libraries and willingly pay the non-resident fee directly to that library.

With a unanimous vote, the trustees agreed that we will not pay the \$1000 requested of us by the Plainfield Libraries. We will continue to allow Plainfield/Meriden residents to use our library free of charge. Kate will draft a letter to the Plainfield Board in response to their request and, once approved by the Cornish Library Board, will send to Plainfield.

3. Library Improvements. The 2017 improvements (ceiling repairs, lighting upgrade, new chairs), were met with enthusiasm by our patrons. The board agreed to move forward with additional improvements each year:

- Furniture: purchase 2 more chairs (same type as those purchased in 2017 from Biz Chair) and a small table with integrated electric and USB outlets to create a small reading/work area in the back room. *Purchase to be made winter 2018 from Tasker Fund grant*
- Dehumidifier Pump: purchase and install pump to fit in existing basement humidifier. Additional purchase of hose, plexiglass or other window solution to accommodate hose to outside, and a splash block to prevent erosion from the drainage. *Purchase to be made winter 2018 from regular budget.*
- Handicap access: get estimate for architectural study, review notes from meetings on this topic in 1996 and 2000, approach the historical society president and selectboard to express our interest in creating handicap access for the library (*complete all in 2018*). Further planning, construction on to-be-determined timeline.

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- Replace window blinds in front and back rooms
 - Cellar floor sanded and painted
 - Windows caulked
 - Entryway woodwork refinished, windows replaced with double-pane glass

- Refinish interior woodwork including tops of low shelves, door and window frames
- Replace work table in front room with one designed for computer work, including shelves for printer and keyboard

3. Treasurer's Report:

- Actual expenses came close to 2017 estimated expenses
- Income was up, due to two donations: \$200 from Maria Day and \$500 from Sharon Oszajca.
- Budget will stay level for 2018, with the exception of a 3% increase to librarian's salary.
- Kathi will request that the selectboard budget a \$2000 contribution to the library capital fund this year.

4. Other business

- Library collection - discussion about non-fiction collection. Much of our non-fiction is dated. It is difficult to buy enough, often enough to keep collection current and provide some assurance that patrons will find what they need on the shelves. Most patrons come in for fiction or children's books and meet their non-fiction needs online. Once current weeding project completed will have a better sense of space and collection "holes". We'll revisit this topic with an eye toward clarifying our mission in order to determine whether to keep purchasing in all sections of non-fiction, or to narrow focus to only a few, in addition to fiction and children's books.
- Trustee Roles for 2018:
 - Richard Scheuer - Chair
 - Kathi Patterson - Treasurer
 - Kate Freeland - Secretary

5. Adjournment: Meeting was adjourned at 8:00pm.

Respectfully Submitted,

Kate Freeland, Secretary

