

**Boothbay Harbor Memorial Library  
Board of Trustee Meeting  
May 10 , 2016**

**Trustees Present:** Nicole Poulton, Eve Conlin, Pauline Dion, Joe Gelardin, Bill Hamblen, Jo Haney, Barb House, Chuck House, Laura Perkins,

**Staff Present:** Tim McFadden

**MINUTES:**

President Nicole Poulton called the meeting to order at 5:13

There were no additions to the Agenda. One correction – spelling of McClinch

Minutes of the April 19th meeting updated and approved.

Vote: unanimous

**Director's Report** - Tim McFadden

Newsletter: Nicole would like to have this ready to mail by the beginning of June.

Stephanie has taken a full time job and will be here until the end of May. Nicole suggested to Tim to see if Joyce can step in until the end of June until Desiree can start.

**Treasurer's Report/Financial Report** –Duane/Nicole filling in

Cash & Savings Account: \$177,267.06

Endowment: //41,082,919.49

Annual Appeal balance :

Income is \$31,112 below the YTD Budget while expenses are \$21,798 below YTD Budget.

Both Boothbay and Boothbay Harbor have granted our funding requests.

Motion to approve Treasurer's report:

VOTE: unanimous

**FY17 Budget**

Approximate annual appeal will be \$110,000. We should be able to raise \$80,000 and then will aim to raise the remainder through grants.

Motion to approve FY17 Budget:

VOTE: unanimous

**Committee Reports**

Buildings and Grounds – Bill/Chuck

Frohmler came about 2 weeks ago to complete the punch list.

Sewer at Hyde House

The water was turned on Friday and Bill received a call that there was water in the barn. Water was turned off and a plumber was called. The two open sewer lines were cutoff and capped. The line appears to have collapsed and Bill recommends that we not spend any money on this at this time. If the library goes forward with phase 2, then that would be the time to make repairs. For now the Friends will need to come to the main library to use facilities. Volunteers there are concerned about this and hope there can be a better solution. There should be a formal notice so that volunteers are not wondering what the situation is at this time.

#### Dehumidifier at Hyde House

There is a problem with fuses being blown. There does not seem to be an obvious explanation for this and will be researched further.

Chuck has spoken with some contractors about the painting that needs to be done. There is most likely lead paint on parts of the building and that could present a problem. If there is lead in the clapboards, the cost of painting is greatly increased and it would perhaps be a better solution to remove and replace the clapboards. Nicole suggested writing a grant to the historical preservation society to see if there might be funding that would help with the cost. Chuck will look into this. Pauline is on the board of Maine Preservation and she will look into this even though this would be a smaller job than they usually consider.

#### Fundraising Committee – Nicole

Donors who have not donated to the 2016 annual fund will be sent a reminder letter. That letter should be going out in the next two weeks.

#### Volunteers and Donations Needed – Saturday, May 28 – Plant Sales

Help is needed the day before and the day of the sale. There will be plants as well as a garden yard sale.

Silent auction items are available for review now.

#### Books in Boothbay – Sponsors needed

Everything is set except for sponsors. Nicole was thinking that \$100 per sponsor. The sponsors would be listed in the flyer. There will be 4 weeks of articles in the paper.

Sponsors will also be listed in the flyer, and on a poster at the library.

Review of Donor List for final FY16 appeal letter, assistance needed.

#### Collection Development Committee – Lauri

Heavy weeding has continued in the children's room. The Friends were able to look to see if there was anything they wanted. Lauri was able to take the remaining books to the elementary school so they can be distributed to children at the Set for Success event in the August. Lauri said that a budget has been set to make new purchases for the children's room.

Board Development Committee- Nicole

Suggestions. We will be meeting soon because we need to fill a few vacancies. Pauline will ask Jen Orchard to see if she might be interested.

**Old Business:**

President Elect – No decision has been made.

Youth Trustees possible replacements? This will be discussed at the next meeting.

**New Business:**

Nicole will be away. Pauline will lead the meeting.

Next meeting: June 14, 2016

Motion to adjourn at 6:20 pm Vote: Unanimous

Respectfully submitted,

Jo Haney

May 10, 2016