

HMML Minutes 9-18-18

Meeting Called to order 7:03

In Attendance:

Aaron Ravenelle

John Clark

Elaine Miskinis

Michelle Wheeler

Ben Brown

Michelle Hogan

Charlie Goodspeed

Cody Belanger

Secretary's Report:

Accepted unanimously

Treasurer's Report:

- Michelle said that we're asking for a significant increase for part-time salaries and we might want to think about if there's a place where we could cut down the budget a bit so that the overall budget isn't quite so high. The current YTD expenses on the top half are as of 7/31/18 (the part done by the town) and the bottom half (the part that we are responsible for) is completely up to date.
- Charlie posed the question that if the budget starts in January but it's not approved until March what happens if the new budget is not approved? The answer is it becomes the default budget. So, you can't start paying someone a new salary until after the March 1st vote in case the budget doesn't go through (since the money may not be there). The February budget report would have the current year (2018) budget until after the town votes and then in March it's updated. Charlie asked if we can issue a raise and start it in January and then just find the money in other parts of the budget if necessary? The issue is safeguarding it in case the vote doesn't go through. Charlie is recommending that we issue a raise to an employee on January 1 and then find the money if the voters don't vote for the budget. The board would need to go through the budget to make sure that funds would be available to cover the cost of a raise if the voters don't pass the budget in March. (A discussion regarding the budget approval process followed.) Charlie asked that after the budget committee reviews the budget that we reconvene to discuss when a raise could go into effect. There is still time to adjust the budget as needed.
- We need to go to a Selectmen's Meeting to present a budget. Michelle is available to present the budget any Monday except Columbus Day weekend. (Discussion regarding if three or more library trustees come to the meeting would we need to post it ensued. John will check with Greg to see if we need to post the meeting.)

- Cody made a recommendation regarding Water and Sewer and the need for a possible increase in those lines. Michelle pointed out that those are not areas that we have control over (they're town budget items). There was a vote by the selectmen to disband water and sewer because of numerous issues ranging from infrastructure to other issues. Cody raised the concern that the \$140,000 shortfall by water and sewer could impact rates, which would impact the numbers on our budget. There is a potential of a 60% increase which would bring water/sewer to \$960. It looks like we have a bit of room in the budget based on the current and past bills, so we should be okay.
- Cody asked what the "Monthly Allocation" refers to? Michelle explained that Lisa takes our monthly budget and divides it by 12. She pays the bills for the items covered by the town and then cuts a check to the library for the remainder. Discussion ensued regarding the breakdown of the budget regarding what Lisa is responsible for vs. what we are responsible for.
- Cody will check with the selectmen to look at a possible date for the trustees to present to the board of selectmen

Acceptance of Donations

No donations to report

Director/Youth Report

August was slightly less busy than July but downloads were up considerably. Ben is wrapping up interviews for the additional library position. Ben updated the library website with information about the building committee so that patrons can be updated regarding that. Charlie asked about computer use and Ben has started counting people who come in with their own technology to use the internet. Charlie wants to get a sense of how many people use the internet on their own computers and Ben is going to look into getting a more accurate number. Charlie also suggested that we get numbers reflecting use of the library after hours (Home Owners Associations, Girl Scout Meetings, etc.)

Businesses that donated to Summer Reading:

NE Dragway

Beach Plum

Water Country

Hilltop Adventure Center

A variety of other businesses (full list available on the website)

Girl Scouts of Epping (Troop 101052) donated two sewing cabinets so that Ms Eva can offer sewing lessons. Girl Scouts also donated a new garden bench

Scarecrow Kits are all done and ready to pick up (orders are still being taken.) The full kit is \$25. Just a head is \$12. The money goes to the library and it's put on through the Friends of

the Library. There will be no contest this year. Instead it will be a festival beginning October 1st.

Upcoming events:

Great Gardens 9/20

Contemporary Book Coup 9/25

NH Community Rights Network 9/27

Rock Painting 10/4

Art Opening - Karen Pawlak 10/4 5-7

Knitting & Handiwork Group 10/10

Paws to Read 10/13

Dusty Olde Mystery Group 10/16

Haunted Library Harry Potter Halloween Party 10/29

Library Addition Update:

Charlie turned in drawings after the meeting with the engineer. He will confirm structural design to give more details. Once Charlie gets it back from the engineer he will take it to the architects and then he can see if we're violating any ADA requirements etc. The staircase is complicated because we want a door at the basement level and there are some ADA requirements. Charlie did get questioned about the possibility of asbestos on the wood floor; Charlie cut a hole in the floor and took it to Envirovantage. They said there's no asbestos but it would need to be sent to a testing outfit to get a confirmation; they're going to send it out for a test which will come with a legal document. Charlie met with the Fire Chief to debate the requirements regarding sprinklers in the library. He wants to fight the sprinkler requirement because if there's an accidental discharge we would lose all of our books. Charlie wants to put two half inch thick drywall that add up to a two hour time frame before a fire could spread.

Charlie and Ben met with the church twice and they went over the issues that Charlie presented in a letter (the letter has not been shown to the building committee at this point). We can't handle the insurance but Greg Dodge will "handle that". We're getting apr 2,000 square foot of space.

October 9th will be the first meeting. The meetings will be held the second Tuesday of each month at 7pm.

In the \$600,000 estimate it would be tight to include sprinklers. Cody said that Farm Stands of New England recently applied for a grant through CDBG Funding (Community Development Block Grant Funding) for meeting spaces if we have someone who could write the grant. Ideally we would ask for \$600,000 in a grant in order cover the initial cost of the expansion.

Other Business:

None

Motion to adjourn 8:13pm
Adjourned 8:13pm