

HMML Trustees Minutes Thursday May 22, 2019

Meeting Called to Order: 7:08pm

In Attendance:

Joan Harlow, Michelle Wheeler, Aaron Ravenelle, Charlie Goodspeed, John Clark

Ben Brown

Pledge of Allegiance

Secretary's report: Motion to accept minutes for 4-16-19 Trustees meeting by Charlie, seconded by Aaron. Passed 4-0 with Joan (who was absent) abstaining.

Treasurer's Report: May treasurer's report was not ready for this meeting during the transition of treasurers. Reports expected to be ready for the June meeting. Michelle said that TD Bank required that the board appoint two people to be signers on the Library's accounts. **Joan moved to approve Michelle Wheeler and Aaron Ravenelle be designated sole two signers on Harvey Mitchell Memorial Library bank accounts at TD Bank. Charlie seconded the motion, and it was passed unanimously.** The third account needs to be closed, and Ben said he would take care of that.

John asked if the town had yet reimbursed the Library for the payment on the Eckman contract. Ben said "No" and Aaron said he would pursue this. It is planned that Aaron will meet with Lisa for further instruction on the annual budgeting for the library as it is very confusing.

Director's Report: May Director's Report was not ready for this meeting due to the movement of the Library to The Community Church.

Other Business:

E-mail from Lynn Reinhard 4/28/19 was discussed with the intention of responding to the following points with our response highlighted in yellow:

Why let the town have anymore control over the budget and expenditures? The budget and funds need to remain in the control of the trustees. (see page 17 of the Library Trustees Guidelines "All About the Money.") **Trustees explored and turned down offer from town.**

Whose fault was it the town overspent on salaries? Is the Director not watching the bottom line or was there an error when putting the budget together? I don't think the library should be responsible for this unless the Director wasn't watching carefully. (Same page as above, plus page 27 "Paying the Bills.) **Not unexpected, thought we had it covered from other budget lines. Discussed this issue in Director's review and set a goal for doing a better job this year.**

It appears that the library should only have to return the difference in what was budgeted and what was spent. That was the way it was handled when I was a trustee. (See "Paying the Bills") **We are still unclear on this issue and our new treasurer, Aaron Ravenelle will pursue.**

As clarification, the non-lapsing monies are to be used for non-budgeted items, None of this money can be given to the town to cover the budget. (RSA Section 202-A:11-a, page 5 in RSA's) **Discussed, but did NOT use non-lapsing funds for this purpose.**

The Community Church's Memo of Understanding for rental of space by the Library during construction of the extension was discussed. Ben will be talking to the Church every two weeks during the period to make sure that the rental runs smoothly. The rental fee was discussed and accepted, starting with a half payment of \$600 for the month of May. Michelle moved that John sign the contract on behalf of the trustees, Charlie seconded the motion, and it passed 5-0.

Library Expansion Update: Charlie gave a glowing report of the moving of books from the library to the church as done by the library staff and crew. He explained that some of the AIA forms have been presented to the selectmen, and he has a further meeting scheduled with them on the 22nd to submit the rest. He assured us that everything is on track to come in on or below budget, and he repeatedly express thanks to the Friends of the Library for their support. Ground was broken this morning with no complications. We all were relieved to have the project underway. Ben will improve signage to let the public know how to access the library as it opens at the church on the 22nd. Parking was discussed, and it is requested that patrons continue to use the town lot rather than taking up too much of the church's parking spots.

It was agreed that the repair and maintenance of the front door will be attended to after the construction of the extension is finished as it must be treated as a separate issue, and is not an emergency.

Aaron moved that the meeting be adjourned, Joan seconded and the motion passed 5-0 at 8:15