

NELSON LIBRARY PUBLIC HEARING
AND
NELSON LIBRARY TRUSTEE MEETING
05/14/2013

Public Hearing Call to Order 7:05pm

Roll Call: Kris Finnegan, Laurie Smith, Carol Raynor, Tom Tolman

Laurie S. explained that the Library received an unanticipated Gift of \$10,000.00 from Ed & Virginia Taylor. They suggested we use this money for some new computers, update to our existing WebSite, some E-book readers, update our Non-Fiction collection, and some physical improvements including window shades, enhanced lighting and card tables & folding chairs.

Carol R. made a motion to accept this generous gift, Tom T. 2nd. Unanimous vote to accept.

Motion to close the hearing by Carol R. 2nd by Tom T. Unanimous vote.

Past Minutes approved – unanimous vote

Correspondence: Thank you notes needed for:

- J. Weise for recycling printers
- Ted Lenk for pruning the apple tree and blueberry bushes
- Betsy Street for the new OPEN Flag
- Ed & Virginia Taylor for their generous unanticipated gift

Treasurer Report

- As of April 30, 2013 the Checking Acct has \$3,071.55 Petty Cash \$50.00 Money Market Acct \$115,918.59
- NH Library is updating Trustee Names & Addresses
- 3 small Memorial funds were closed & transferred to the Checking Acct (Helen Millbank Memorial Fund; Prof. William Churchill Gerrish-Special Fund; Sidney Plant-Special Fund)

Old Business

- Panic Alarm system; Kris will send a letter on Library stationery to Keene Mutual Aid asking to be put on their list of contacts for this panic alarm
- Summer Forums
 - July 11th Larry Benaquist; Gordon Peery music
 - July 17th Karen Tolman; Tom Tolman, Jeff Williams & Stacia Tolman music
 - July 25th Kurt Dale; Sarah Kim (AppleHill) music
- Our Library aide is leaving so Kris would like to replace her with 2 aides, one working 2 hours a week and the other working 6-7 hours a week. She has 2 good candidates for these positions
- Trustees voted unanimously to instruct Gordon to work with the Town Public Health Officer and Nelson Fire and Rescue Department to add columns to the Town of Nelson WebSite
- Key & Meeting Room Polices are attached

New Business

- Event of Appreciation for Jennifer May 28th at 5pm
- Laurie gave an update on the Trustee class she attended
 - Gifts in excess of \$5,000.00 require a Public Hearing

- Carol R. made a motion - Trustees are entitled to reimbursement for mileage when attending Trustee Programs
- Tom T. 2nd. Unanimous vote to accept. Kris will email information on policy parameters.

Meeting adjourned at 8:39pm

Next Meeting June 11, 2013 Tuesday

Respectfully submitted
Carol Raynor

Key Access

Library staff, Library Trustees, maintenance personal and emergency personal will have keys to the Library, and one key for the town office. Key access to the Library is for library business, emergencies and maintenance only. Access for other purposes must be cleared with the Librarian or Trustees.

A key is available to be borrowed by people using the library after hours for meetings, in compliance with the meeting room policy. A key may be picked up from the Library staff not more than one library business day prior to the event.

Persons using the library after hours must lock the door behind them after entering. When leaving, shut off lights, turn down the heat to 60 degrees and lock the door (check to see that doors are properly latched). Materials do not circulate after hours. The key must be returned in the drop box immediately after the event.

Meetings and Programs

The Library is open to Nelson groups engaged in civic, educational, cultural, intellectual or charitable activities. Meetings may be held during Library hours after checking on space availability with the Librarian. Meetings should be free and open to the public.

Groups chartered by the town may use the library after hours by obtaining permission from either the Librarian or from a Library Trustee. Groups not chartered by the town may use the library after hours by obtaining permission from either the Librarian or from a Library Trustee, and should have in attendance either the Librarian, a Library Trustee, an officer of the Friends of the Library, or another town official or employee. Meetings should be free and open to the public.

The organization or group holding the meeting must assume responsibility for any damage to the meeting space or its contents and must leave the space in the same condition as it was before the meeting.

Groups anticipating attendance over 17 people should meet elsewhere. No food or drink shall be allowed except as permitted by the Librarian or a member of the Board.

