

## NELSON LIBRARY TRUSTEE MEETING 9.10.2014

Call to Order 7:02pm

Roll Call: Kris Finnegan, Laurie Smith, Susan Kingsbury, Carol Raynor, Tom Tolman, Linda Cates

Past Minutes approved with changes and additions that Linda Cates & Kris Finnegan will forward to Carol to add to the on-line minutes

Correspondence: Thank you to the Walton's for \$200.00 gift to the general fund

### Treasurer Report

- Laurie passed out copies of financials
- Treasurer's report accepted

### Old Business

- Meeting Room: Policies, Open House 28<sup>th</sup>
  - Susan will contact Town Administrator with questions about insurance
  - Change made to Meeting Room Policies and approved unanimously. A copy will be forwarded to Carol to include with minutes on website
  - There is a question as to who has keys to the Library and meeting room and whether the Town Fire Chief has access if necessary
    - Carol will ask the Fire Chief
- New web host and webmaster is needed.
  - 350 Media, a Harrisville Web host - Linda to contact
  - GoDaddy – Carol will look into pricing
  - Kris will contact other libraries for suggestions
- Story time
  - Tuesday September 31, Dawn Garrett-Larsen
  - October, Amy Whitney will do 2
  - Kris will use petty cash to purchase snacks for these Story times
  - Library is looking for others who would like to do Story time for us

### New Business

- Friends Reports, book sale and table
  - August 26<sup>th</sup> - \$1383.00 made from book sale
  - Mike & Nick (road crew) were given \$25.00 gift certificates to Harrisville General Store for all their help cleaning out and restoring the down stair meeting room
  - Next year more signage and a tent or awning is needed for this event
  - October 4<sup>th</sup> The Friends have set up a Library Cleaning Day
- Posters were hung in the new meeting room
- Cabinet display Board
  - Beth Williams donated a glass door cabinet. Trustees do not want to use this in the connector Hallway.
- Policies – postponed to work on at future meetings
- Safety Compliance
  - First Aid box needed. Carol to purchase this for the Library
  - A 'Not an Exit' sign needed over the door to the kitchen, Kris will make this.
- Open House September 28<sup>th</sup> Program at 3:30 pm
- Shelf that is in Tom Tolman's barn needs to be cut down for storage room. Kris will email measurements to Tom. Tom will deal with this.

Meeting adjourned at 8:30pm

**Next Meeting October 8th 2014 7:00pm**

Respectfully submitted  
Carol Raynor