

Tunbridge Public Library Trustee Meeting
August 13, 2018 at 6:30 pm

Eve Ermer, Anne Mallary, Anne Linehan, Theresa FitzGerald, Jean Wolfe, Ben Wolfe

Community Input (none)

Secretary's Report

Minutes from the July meeting were approved.

Treasurer's Report

- End of 2017-2018 fiscal year report
- Review spending to date in new fiscal year 2018-2019.
End of June left us with \$270 balance in the Library checking account.
Outstanding items were billed to the 2018 - 2019 fiscal year.
Currently spent \$2,658 out of 2018 - 2019 budget (not including payroll).
Income for 2017 - 2018: \$79,240
Expenses for 2017 - 2018: \$81,603
- Request the funds from The Friends of the Library & the Trustees of Public Funds
We voted to request \$5,000 from the Trustees of Public Funds for Library operating expenses. Anne Linehan will follow up with the request, and be available to attend their September meeting.
- Reviewed & signed time sheets.
- Reviewed & signed warrant for July bills.
- A new schedule for end of year expenses and deadline for encumbered funds.

Library Trustees will check fundraising moneys in February and determine if a request for funds from the Friends or the Trustees of Public Funds will be necessary to close any funding gaps. The Librarian will have final purchases lined up by June 1 so that there is not last-minute spending.

Librarian's Report

- Library visitors are enjoying the current art exhibit! (Hanging felt fairies.)
- Summer program has been a challenge; library staff have been asking families what will work for them. Event to honor two of the students who are starting high school.
- Story hour has been fluctuating with attendance (6 - 12). Current Story Hour staffer is not going to continue for the foreseeable future. Ben has been having (older) children volunteer to read the stories.

- Jean sent out a letter asking for help pulling together the Library Picnic on August 26th at 12:00 pm. She asked for volunteers to come at 10:30 am to help set up.
- Ben applied to the Hartland Lions' Club for funds to support the Valley Quest and received \$100 to support the summer reading program.

Old Business

Naming archive room. (tabled)

Executive Session

We went into executive session at 7:45 pm. Executive session ended at 8:23 pm.

Next meeting – Monday, September 10th at 7:00 pm