

# DA Hurd Library Secretary's Report 14 December 2011

*"Outside of a dog, a book is probably man's best friend, and inside a dog, it's too dark to read."  
~Groucho Marx*

Present: Beth Sweet, Amber Fournier, David Dutch, Nancy Cotty, Meleta Baker, Stacy Bradburn, Margaret Allaire, Marty Roberts.

Guest: Dave Peterson, from Peterson Spray Foam Insulation

Absent: Alice Purington, Steve Purington, Ginny Ruesch, and Jeff Fournier

## **Secretary's Report:**

The Secretary's Report was reviewed. A motion was made by Nancy C. and seconded by Margaret Allaire; the November minutes were approved as written.

## **Treasurer's Report:**

Clarification of how to interpret various entries on the Profit & Loss Budget VS Actual were made by several board members. Explanations were provided by Margret and Beth. Amber made the motion to accept the report as written, seconded by Nancy followed by the board.

## **Director's Report:**

A motion was made by Dave and seconded by Amber and board.

## **Maintenance Report:**

1. *Dave Peterson* visited the board to share information concerning insulation needs and the unique structural properties in the old part of the library (dome area where there are no fans, etc.). Discussion concerning the timing of other projects (electrical, ventilation, etc). Mr. Peterson also recommends spraying the shell of the building (the interior roof line, spraying the dome is unnecessary) with 5.5" of spray foam (equivalent R-36). Mr. Peterson mentioned that the spray foam can be done in layers/stages for budgeting purposes. Dave Dutch invited Mr. Peterson back to explore the facility and produce pictures. Dave's timely presentation is appreciated by the board. We await his estimate.
2. *Portland Glass* installed 5 windows and will be back tomorrow to finish.
3. A review of two submitted estimates for insulation was presented to the board.

## **Capitol Campaign Committee's Report**

1. Holiday Raffle is up and running.
2. The Murder Mystery Dinner Theater is scheduled for Friday, February 17, 2012 @ 6pm for the fee of \$45/couple.
3. Linc Harrison has verbally committed to being our Projects Supervisor. Dave is in communication with him.

### **Fundraising/Publicity:**

1. Nancy, Amber, Meleta and Marty sold calendars at the North Berwick Craft Fair held at the elementary school. Beth continues to sell them at the Library.
2. Holiday Raffle is up and running.
3. Steve Purington will be collecting and bringing bottles to the redemption center while Dave is gone.

### **Old Business:**

1. The wooden sign has been removed. Discussion ensued about the plans for a sign next spring. Bailey's sign is to be forwarding us information concerning the insert. The board is eager to discuss this further. Stacy is interested in the specs and blueprint.

### **New Business:**

1. Stacy and Amber will be presenting the budget to the Budget committee. All trustees are invited to support your fellow trustees as that pursue this measure.

Next meeting is scheduled for ***Wednesday, 18 January 2012.***

Respectfully Submitted and Happy Holidays,

Marty Roberts