

MINUTES OF THE D.A. HURD LIBRUARY  
BOARD OF TRUSTEES  
March 12, 2013

The meeting started at 6:35 p.m. with Alice Purington, Ginny Reusch, Jeff and Amber Fournier, Nancy Cotty, Meleta Baker, Stacy Bradburn, Margaret Allaire, Marty Roberts and Beth Sweet. Stacy Bradburn chaired the meeting.

The Secretary's Report – Jeff made a motion to accept the minutes. Alice seconded. All were in favor.

Treasurer's Report was passed out. Alice made a motion to accept the report and Meleta seconded. All were in favor.

Beth provided the Director's Report. (1) Three people attended the budget meeting on behalf of the library – Beth, Stacy and Meleta. The meeting pertaining to the library went quickly. (2) The new staff person, Jackie Dolan, has requested that she be a volunteer and not have a paid position. Jeff made a motion to accept the Director's Report, Meleta seconded. All were in favor.

Capital Campaign:

(1) The Art show has had a lot of responses. They are recruiting easels from people to display the work. The show will be set up the end of April and run until May 19<sup>th</sup> when the auction will take place. (2) Card & Game night – discussed and decided we would wait on this fundraiser until the fall or next spring. (3) Meleta is working on our next calendar. Stacy knows of a website that his family has used to make calendars that he thinks is very reasonably priced. He will get that info to Meleta. (4) Jeff and Beth will work on the Pratt grant.

Maintenance/Old Business:

1. Bill Allen provided the cost for two new A/C units and they would be \$400-\$500 apiece. We tabled until next meeting.
2. Knox Box – cost around \$250. We need to ask the Fire Department which model to purchase. This item will be tabled until next year's budget.
3. The HVAC yearly maintenance cost of \$648 - Jeff will research this. Stacy will find out who handles the high school's maintenance. The item was tabled until next meeting.
4. Door mats – The committee thought the \$1,255 yearly price was too high as discussed from last month's meeting. Alice knows someone at LLBean who is in charge of charitable giving, and she will check with him to see if LLBean will donate door mats.
5. The carpet on the stairs still needs to be replaced. This will be an extra cost.
6. Great Falls is getting together an estimate for the half walls on the sides of the parking lot door. This will be an added cost.

7. Meeting room policy – Beth has received other library’s examples of policies. Meleta suggested putting together a subcommittee to look these over and present the result to the Board. Marty, Beth and Meleta volunteered to be on the subcommittee.
8. Allen Sequeira from Eastern Sentinel supplied us with two quotes for security cameras. One for \$929.00 which will provide two cameras at the Young Adult room and lobby doors, a monitor, and the technology to make the doors beep when opened. The quote for \$1,232 would be for the same things listed above plus a split screen on the monitor with DVR recording (30 days). This system could also add two more channels to the monitor if we feel that necessary later on. Alice made a motion to purchase the \$1,232 option, Ginny seconded. After further discussion, the motion was unanimously passed.

New Business:

1. Great Falls donated three area rugs to the library.
2. Alice and Steve Purington are donating a big Persian rug.
3. Alice and Steve Purington have also obtained two leather chairs for which we will reimburse them.
4. Election of Officers for 2013-2014:

David Dutch – President  
Amber Fournier – Vice President  
Marty Roberts/Meleta Baker – Co-Secretary  
Ginny Reusch - Treasurer

5. Nancy asked that we set a time limit to our meetings. Meleta Baker proposed we have a “time keeper” at every meeting to keep the discussion moving along. This responsibility would rotate at each meeting. Everyone was in favor of this. We would like to end the meetings no later than 8:00 p.m.

Ginny made a motion to adjourn. Nancy seconded. The meeting adjourned at 8:20 p.m.

Our next meeting will be held Tuesday, April 9, 2013 unless changed by Board.

The meeting adjourned at 8:40 p.m.

Respectfully submitted,  
Amber J. Fournier