

D.A. Hurd Library Secretary's Report

09 April 2013

Present: Beth Sweet, Alice Purington, Amber Fournier, Jeff Fournier, Stacy Bradburn, Meleta Baker, Linc Harrison, Margaret Allaire, Marty Roberts. **Absent:** Dave Dutch, Nancy Cotty, Ginny Reusch.

Secretary's Report: The Secretary's Report was reviewed and accepted as written.

Treasurer's Report: The Treasurer's Report was accepted as written.

Director's Report: New meeting room agenda deferred to next month. Stacy motioned and seconded by Jeff. The board so approved.

Maintenance Report: No maintenance report was provided this month.

Capital Campaign:

1. **Art Silent Auction** ~ May 19th, Meleta has asked the board to please invite everyone. There will be live music and light refreshments. Meleta has recruited Sue Caler, (who is experienced with silent auctions), to manage the auction. Be sure to thank Sue for her volunteerism!
2. **Annual Plant Sale** ~ May 18th is being managed by volunteers who have undertaken this event. Beth solicited the board to help by setting out tables on Friday afternoon (May 17th) or the morning of the sale on Saturday.

Old Business:

1. **Security Cameras** are installed and operating.
2. **HVAC Maintenance Contract** has been fine tuned thanks to Jeff. The library is able to change there own filters between servicing which will significantly reduce total expenditures. Jeff continues to be communicating with the vendor.
3. **Stair carpet** is due this month; \$900 has been reserved.
4. **Meeting Room Agenda** ~ put on agenda for next meeting for review.
5. **Leather Chairs** (4) and one **area rug** will be paid out of the building fund.
6. **Door repairs/Wind wall** ~ The door has been repaired by replacing the safety chain, door closure and handle. Beth mentioned that the trim would also be replaced in the future. We will wait to determine if the wind break is needed.
7. **Expansion of HVAC** continues to be researched by Jeff. The estimated cost would be approximately \$50,000 to include the original structure and inserts for the fireplaces. Great Works Construction will be the general contractor. Further grants will be sought to cover this expense.
8. **Brick Pathway** bids were reported by Beth. Salmon Falls Nursery has presented two proposals: brick with gravel allowing for gradual expansion (\$5670), and a solid brick pathway (\$8265). No monies have been allocated to date.

Respectfully Submitted,

Marty Roberts