

ROLL CALL ACTION- ATTENDANCE RECORDED Meeting started with Lynn Piotrowicz-Library Director, John Capuco, Deb Kreutzer, and Anne Crotti. Angelica Ladd and Patti Osgood arrived late due to traffic. SMP: Jason LaCombe, Anthony Mento

ITEM 1 Minutes of Meeting: January 15, January 26, January 28, 2019
ACTION/ACCEPT Deb moved to accept minutes of January 15 and John seconded. Pass 3-0
ACTION/ACCEPT Deb moved to accept minutes of January 26 and John seconded. Pass 3-0
ACTION/ACCEPT Deb moved to accept minutes of January 28 and John seconded. Pass 3-0

ITEM 2 Public Forum-None

ITEM 3 Treasurer's Report

- a) Y-T-D Summary & Monthly Expenditure Review **ACTION – REVIEW/ACCEPT**
John moved to accept and Deb seconded. Passed 5-0
- b) Personnel Timesheet Review **ACTION – REVIEW/SIGN** John signed.
- c) Monies to Be Accepted - \$1,000 G. Ray Colby & Sons **ACTION –REVIEW/ACCEPT**
Deb moved to accept and John seconded. Passed 5-0

ITEM 4 Director's Report

- a) Staffing is returning to normal. Lynne Lawrence has returned to full 20 hours.
- b) Denise, Laura and Lynn meeting weekly to plan/design 2019 Summer Reading Program
Participants set goals and work on reading. Local shops-Sonny's, Western Ave Pizza and Henniker Pharmacy contribute to this program.
- c) Josh has been learning to catalog and process materials. He also learned a new software package that we are using for staff scheduling.

ITEM 5 Capital Campaign Workshop Report – Trustees who attended the NH Nonprofits workshop will report on what they learned and identify initial steps to begin CC & funding study. Angelica, John and Anne contributed to discussion of workshop. Lynn clarified a four prong funding strategy. 1. Competitive Grants 2. Grants with matching funds 3. Taxation and 4. Fundraising. The trustees discussed briefly the organizing of the "Friends" and the relationship and role in fundraising for this project. Angelica delivered her report on steps to move forward including Takeaways and Action Items. Copy attached.

ITEM 6 6:46 PM BUILDING PROJECT WORKING SESSION WITH SMP REPRESENTATIVES

Met with SMP Representatives for final report of feasibility study
SMP provided further, more detailed rendering of the project. SMP discussed information for Town Meeting. They detailed what the next phase would provide.

1. Hiring of a Construction Manager
2. Hiring of a Geo-Tech Engineer
3. Phasing and Implementation
4. Design Work
5. Development of Documents
6. Participation in Public Meetings
7. Assisting with the Capital Campaign

This phase will provide a more accurate budget and design.

TRUSTEES' MEETING AGENDA RESUMED

ITEM 7 2019 Town Meeting Preparations

Who is presenting what items at town meeting? Patti will present. Backup plan is as follows: Lynn will present if Patti is unable with Deb as backup.

ACTION – REVIEW/DISCUSS/MOBILIZE RESPONSE

ITEM 8 Schedule Next Meeting Date set for Tuesday--March 19, 2019 at 5:30
Public Information Meeting at the Library scheduled for Thursday--April 11, at 7:00
Meeting adjourned at 7:58

Respectfully submitted,
Anne Crotti