

Jaffrey Public Library Board of Trustees
Meeting Minutes – October 12, 2017

Present: Francis McBride, Pam Armstrong; Nancy Clapp, Emily Carr, Tammy Cummings, Pat MacIsaac, and Julie Perrin, Library Director

Absent: Becky Newton, Travis Shattuck

The meeting was called to order by Chair McBride at 9:35 am.

Secretary's report: MacIsaac made a motion, and Clapp seconded, to accept the September 26 minutes. **Vote in favor: 5-0.**

Treasurer's report: MacIsaac reported on the availability of funds in the library checking account, the status of payments made per recent grants, and per recent donor-funded expenditures, i.e., the top floor and bathroom renovations. She also presented the September Charter Trust report and clarified donor intent for the various funds, as indicated by Charter Trust and the Attorney General's office.

Action: MacIsaac will contact Charter Trust to clarify disbursement schedule.

A discussion of the three HVAC quotes followed, along with the availability of funds for the climate control project, and the pros and cons of leasing. Further discussion on the volatility of the market followed. There was a consensus among the board on the need to address the humidity issues and not lose the ground gained by the mold remediation work of 2016/2017.

MacIsaac made a motion, and Armstrong seconded, to accept the quote from Monadnock Cooling Systems, Quote #3177, for a ductless variable refrigerant flow heatpump system to serve all three floors of the library. **Vote in favor: 5 -0.**

Action: McBride will contact Monadnock Cooling and begin the process.

Clapp made a motion, Carr seconded, to accept the Treasurer's report. **Vote in favor: 5-0.**

Library Director's report: Perrin's written report had been distributed in advance of the meeting.

Old Business:

A. Disability insurance for Julie, Andrea, and Alyson

McBride reported on the updated proposal and billing options for the bellows-Nichols proposal approved at the September meeting.

New Business:

32 A. Julie's evaluation

33 The board entered nonpublic session to discuss the performance of Library Director,
34 Julie Perrin for her annual performance review, pursuant to RSA 91-A:3 IIa.

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36 **Roll Call Vote to enter NonPublic at 10:59 am:**

37 Fran McBride : Y

38 Pat MacIsaac: Y

39 Nancy Clapp: Y

40 Pam Armstrong: Y

41 Emily Carr: Y

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43 **Public session reconvened** at 11:59 am.

44 **Motion to adjourn** made by MacIsaac, seconded by Armstrong. The Board voted unanimously
45 to adjourn at 12:00 pm.

46 **These minutes recorded by** Julie Perrin, Library Director, Emily Carr and Nancy Clapp.

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