

**Hopkinton Town Library—Library Board of Trustees  
Meeting Minutes—June 25, 2013**

Attendees: Barry Needleman, Chair; Peter Gagnon; Elaine Loft; Nancy Skarmees; Donna Dunlop, Library Director  
*Meeting called to order at 7:04 pm*

**Secretary's Report:** Minutes from May 21 meeting were distributed and approved as presented.

**Treasurer's Report:** Elaine reported that the budget showed an uptick in non-resident memberships in May. She asked Donna if there was any news on the Tarr Trust. Donna reported that a distribution of \$5,987 has been approved by the court and is expected to be sent to the Library after a 30 day appeal period. This would be the first in three delinquent distributions. Donna said she is unclear as to when the remaining two missing distributions would be made. The board will discuss specific use of the Tarr funds at the July meeting.

**Director's Report:** Donna reported that the Friends book sale is happening on Saturday, June 29. For the first time this year Friends members are being given a one-hour chance to shop Friday evening; also, local Boy Scouts have been asked to camp out Friday night to ensure the safety of the books left in the tents overnight. Donna thanked Tim Bassett and Gould Hill Farm for a successful Volunteer Thank You event. Thirteen volunteers were given a tour of the orchard store, and sent home with treats and gift bags. The Summer Reading program is ready to start. This year registration was entirely online and proved successful. Donna shared the estimate from Hampshire Fire for the new nitrogen fire suppression system. The board agreed that the system should be purchased but also decided that the quote did not provide enough detail about the system and installation costs. Peter suggested that Donna ask for a more complete submittal. The board agreed to wait for this submittal from Hampshire Fire before deciding to go ahead with the purchase.

*See full Director's Report for further details*

**New Business:**

Porches: Donna is waiting for an estimate on replacing the porch screens with heavier screen and possibly cross bars to provide stability. Since the screens have had to be repaired annually, the board discussed whether it would be more cost effective to hold off on the repairs and think about closing in the porches to provide more library space. All agreed that while closing in the porches would be useful, it would be a very large expense. No decision was made; further discussion will take place once the estimate for replacing the screens is in hand.

PSNH Alternative: Donna reported that town administrator Neal Cass is recommending that all town departments switch to a new power company, NEXtera Energy, which is offering a rate of \$.07964 per kWh. (PSNH's current rate is \$.095 per kWh.) Donna asked the board to approve making the switch for the Library. Barry abstained from discussion/voting due to a conflict of interest. The board voted to approve the switch to NEXtera.

**Old Business:**

Mid Holmes Check: Donna reported that a thank you note was sent to the Holmes family informing them that their donation would be sent to the Library Foundation. She received no reply and the check has been given to the Foundation.

Library Policies:

The board approved the new Unattended Child Policy with one change. The final sentence was revised to read "The library is not responsible for children of any age dropped off before opening or not picked up prior to library closing." The board will review the library's Privacy Statement at the July meeting.

*Meeting adjourned at 8:21 pm*

Next meeting is Wednesday, July 24, 2013 at 7:00pm

Respectfully submitted,

Nancy Skarmees, Secretary