

D. A. HURD LIBRARY  
BOARD OF TRUSTEES  
February 18, 2009

Present were Beth Sweet, Margaret Allaire, David Dutch, Amber Fournier and Karen Smith. Stacy Bradburn via telephone.

We met at 6:15 p.m. to allow time for Glenn Meadows of FieldDesk Management to speak with us about his interest in working with us for the library addition. FieldDesk is a construction management company that has been in business since 2004. A CMC gets involved during the design stage with the architect and is an owner advocate. The fee they receive is based on the initial project cost. They are the liaison between the owner and the subcontractors and keeps things running on time and within cost. Glenn will get references to Beth and she will send him the schematics and needs assessment for our addition. We will still need to meet with Dick Reed to get a final draft and cost projection. The meeting ended at 7:15 p.m.

The Secretary's report was approved.

The Treasurer's report was presented by Karen. We are a little over budget with the book expense. The oil will be paid for through the town and then that amount will be subtracted from our allotment. The Treasurer's report was approved.

Beth presented the Director's report with the Teen Gaming Policy, quote from Res/Com for cleaning carpets, and a description of the work Bill Allen has done since his hire in 2008. Bill has replaced some ceiling tiles that were not included on this list.

Capital Campaign Committee report – The committee plus two patrons met with Kendall Reed. Ken is on board with helping us with fund raising. He feels he cannot be the lead person for fund raising because he is not well known in the community. We will need a figure head. He is meeting with Beth on 2/20 and has lots of ideas and plans. He will go to the big donors and knows a lot about grants. We were very encouraged.

New Business – Our next meeting will be changed to March 25, 2009 at 6:30 p.m.

Old Business – A **motion** was made to hire Bill Allen to clean the carpets at \$300.00 rather than Res/Com at \$464.00. The motion was seconded and approved.

Budget – Dwayne asked that if we had any changes to the budget we should get it to him by February 24<sup>th</sup>. He did ask that we look to see if we could make any more cuts. Since Stacy was not able to make this meeting, a call was made to him. He is willing to go to the March 2<sup>nd</sup> budget meeting to support the budget as it stood. He will say that we have been cutting for the last few years and feel we are at the bare bones. The only cuts that can be made now are salary and services. If we are turned down at the budget meeting on the 2<sup>nd</sup>, we will look at fewer hours the library will be open. A **motion** was made that we present the budget as is to the budget committee. The motion was seconded and the vote was 3 yes and 1 no. Stacy was not asked to vote.

The meeting was adjourned at 8:20 p.m.

Respectfully submitted,  
Amber J. Fournier