

D. A. HURD LIBRARY
BOARD OF TRUSTEES
July 15, 2009

Present were Amber Fournier, Margaret Allaire and David Dutch for Board Members and Beth Sweet, Director.

The meeting started at 6:35 p.m. and we went into Executive Session to discuss evaluation of the Director. We resumed our regular business meeting at 6:55 p.m.

Secretary's Report: David did contact Dwayne to ask about the Library being included in the Town's purchase of oil. Dwayne replied that Webber Fuels will continue to supply fuel oil to the Library under the Town's bid price of \$0.195 over rack rate for the coming year. The Secretary's report was approved. Amber was asked to submit the approved monthly reports to the Town's website.

Treasurer's Report: (1) We still need someone to prepare Form 990 which is due for the fiscal year ending June 30, 2009. Margaret will ask Karen Smith. (2) Margaret, Beth and David went to Kennebunk Savings Bank on Friday, July 10, 2009 to update accounts. They found another CD for \$1,000 that is for the Building Addition held in Stacy Bradburn's name. (3) Margaret needs a reconciliation from the Town to update the end of the fiscal year records. There is a question concerning Miscellaneous Income. (4) David asked Margaret if she could access our Smith Barney accounts online. She thought she would be able to once the paperwork has been received by them to put her name on the account as Treasurer. The Treasurer's Report was approved.

Director's Report: (1) We have issued 24 new library cards this month and circulation was up 19% this year. (2) The Friends donated \$310 to the Library to purchase a collection of DVDs that represent the most popular documentaries produced for the History Channel. (3) The Summer Reading Program is in full swing to encourage children to "Get Creative @ the Library". (4) Craft projects and book discussions with library staff for children in grades 4-6 are scheduled for Mondays until August 3rd, and Brina Paquette presides over Thursday craft workshops for children in grades K-3. (5) The Cornerstones of Science have provided funding once again to raise Monarch butterflies. The larvae should arrive the week of July 28th. (6) Corinne, the Children's Librarian, is hoping to recruit some of our younger patrons to march in the parade for the MillField Festival. (7) The Friends will be raffling gift certificates to area businesses at the MillField Festival. Proceeds will be used to purchase the books nominated for the 2009-10 Maine Student Book Award. The Director's report was approved.

Capitol Campaign Committee Report: We received a letter from our architect, Dick Reed, explaining the next design phase after the completed Preliminary Design is called Design Development. It involves the analysis of the various components of the project so that a detailed line item cost estimate can be produced. We decided to hold off on making a decision regarding this letter until we could speak with Board members Jeff Fournier and Stacy Bradburn. Amber was asked to send a copy of this letter to Stacy plus Ken Reed and Greg Paquette.

Maintenance: Alan Gray is coming in to replace a ballast in the library and a light by the back steps leading to our parking lot.

New Business: We would like to have the Friends submit a monthly update on their activities so we can help publicize them. Amber has volunteered to try to get something in the Weekly Sentinel to promote our library.

Respectfully submitted
Amber J. Fournier