

WEBSTER FREE PUBLIC LIBRARY

Trustees Meeting

November 20, 2013

The meeting was called to order by Sue Barnes, Chairman at 4:06 pm. Also present were Marty Bender, Treasurer, Cathryn Clark-Dawe, Librarian, and Nancy Picthall-French, Secretary.

The Secretary's report was accepted as read.

There was discussion on the Treasurer's report.

- The Conant Library sent a check for \$4.99 for a lost inter-library loan book.
- We sent \$11. to the Freedom Public Library for a lost inter-library loan book.
- The lost book money that is sent to the Webster Free Public Library will be entered in the book budget. Marty will work on this.

OLD BUSINESS:

Telescope:

- No one has checked out the telescope yet. Cathryn will research the cost of a case for the telescope. In the meantime, anyone borrowing it should be reminded to use a seat belt in a vehicle. The money for the case may come from an end-of-year donation to the library.

Museum Passes:

- The museum passes are being used more frequently. Patrons have noticed the sign at the desk and may use the bookmark as a reminder of the passes.

NEW BUSINESS:

Christmas Gifts:

- Sue will investigate the Christmas gifts for the volunteers. The expected cost is between \$15 and \$20.

Budget

- We are on the agenda for the November 25 Selectboard meeting. The budget will be presented. Marty will find out when we are on the schedule and notify the trustees.
- Line items in the budget that have increased include:
 - Books from \$7,200 to \$7,700.
 - Computers from \$1,630 to \$1,850.
 - Salary by 3% for an additional amount of \$753.
 - The total budget comes to \$41,815 which is an increase of approximately \$1,400 or a 3% increase.
- The household line item will now include the cost of toilet paper, paper towels, plastic bags for the trash cans, and cleaning supplies.

2013 Budget

- The Microsoft updates for the computers will come out of the 2013 budget.

The next meeting of the Webster Free Public Library will be on December 18 at 4:00 pm.

Respectfully Submitted,

Nancy Picthall-French, Secretary