**Townshend Library Board of Trustees**

**Minutes of Meeting**

**May 13, 2015**

**Present are Maggie Bills, Marge Holt, Nan Danforth, Ann Albee, Marilee Attley and Karen LaRue**

**Agenda changes**: Discuss future of the newsletter.

**Minutes:** It was moved, seconded and approved to accept the minutes from 4/8/15.

**Public:** None

**Librarian’s Report:** Ann to talk to Craig Hunt about insurance for library and what is included.

**Pay Reports:**  It was moved, seconded and approved to pay Town Order dated 5/13/15 in the amount of $476.01 and Trustee Order dated 5/13/15 in the amount of $1128.49. Petty cash deposit was $35.22.

**Correspondence:** None

**Key Bank Meeting:** Ann and Maggie met with rep on April 10. He said we just need to call to have dividends dispersed. We will revisit the need for dividend in July. We review the current balance in account.

**Treasurer’s Report:** We have two months left in fiscal year and are on track for most expenses. Town bookkeeper can come to June 10 meeting to answer questions about reports. Karen will talk to Kris.

**Bake Sale:** Patron wondering if we want to have bake sale here at the library for Memorial Day? Not this year. Let’s think of this for next time.

**Newsletter:** Marge questions the need for two newsletters each year now that we have an updated website (townshendpubliclibrary.org). We decide to just send it out with the fundraising letter in the fall. Karen can send information about the summer program directly to the schools.

**Ashgate Grant:** Deadline is September. Do we want to re-apply for table computer or do something else?

**Computer:** Karen hasn’t found anything she likes so far. MA will ask tech support at BUHS to see what they recommend now that Two Wired guys is changing personnel.

**Fundraising idea:** Garden tour next spring.

**Summer Reading program update:**  Hero theme. First Friday in July will be sign-up. Natural history museum coming July 15th. Karen is looking for names of local heroes.

**Air Conditioner:** Two units are in. Window vent is blocked for portable AC. Karen considering options. May get tall table built for card catalog.

**Oil Prebuy:**  We need to think about best option for next year.

**Weeding garden:** Volunteers needed to weed. Ken Hoffmann will plant window boxes and box under sign.

**Sinkhole:** Strange depression has formed next to granite paver outside. It seemed to be spurting water for awhile but flow has stopped.

Next meeting scheduled for June 10.