

Pelham Public Library  
June 20, 2012 Meeting Minutes  
(Approved at the July 18, 2012 meeting)

Call to Order:

The meeting was called to order by Doug Fyffe at 6:30 pm.

Members present:

Diane Chubb; Susan Snide; Debbie Kruzel; Doug Fyffe; Carolyn Thompson;

Others present:

Corinne Chronopoulos, Director  
Carol Roberts, Interim Director  
John Kachmor, Trustee of the Trust Funds

Trustee of the Trust Funds Report:

\$15,806 in the Library Renovation Fund (formerly the ADA fund, but purpose was changed by warrant article in March 2012.)

Principal had been erroneously removed from the Sherman Hobbs fund. Funds from the Renovation fund was used to replace that principal.

The Renovation fund has been invested in the Citizens Asset Management fund which should be earning between 5-7% interest. Citizens Bank prepares all the required paperwork for each of the individual trust funds now, saving the Trustees of the Trust funds much time.

Right now, the dividends and interest are being reinvested. However, the trustees need to make a determination regarding a regular payout of interest for the library to use.

The Trustees discussed when payouts should be distributed, especially given the fact that for the past several years, we have had late invoices that rolled into the following year.

The Trustees also discussed how to handle funds from the Friends of the Library capital fund fundraising, and whether that money can be invested into the same Asset Management investment account.

John Kachmor left the meeting at 7:10 pm

Approval of Agenda:

A motion to accept the agenda was made Susan Snide, seconded by Carolyn Thompson. Motion passes 5-0-0.

Secretary's report:

The minutes for the May 9, 2012 meeting were reviewed. Some typographical errors were corrected. Motion to accept the minutes as revised was made by Debbie Kruzel, seconded by Doug Fyffe. Motion passes 5-0-0.

The minutes for the May 14, 2012 meeting were reviewed. Motion to accept the minutes as revised was made by Debbie Kruzel, seconded by Doug Fyffe. Motion passes 5-0-0.

Grant Writer:

Carolyn Singer arrived at 7:20 pm to discuss the status of possible grants and the template.

There is difficulty in libraries obtaining grants, because they are already getting funding from the taxpayers. With respect to the Friends group, Carolyn indicated that granters want to see that Friends groups are trying to get funds on their own as well as seeking grants.

Based on the information provided, Carolyn has prepared 2 grant requests – one through Citizens Parker Nelson foundation and one on-line through Verizon Foundation.

She indicated that the library needs a conflict of interest statement to apply for the second grant.

Suggestions:

- get local business to underwrite the financial loss to the library during Food fo Fines month.
- find companies where people work to either be a volunteer or make requests on behalf of library
- want to find other groups to partner with
- have information about how people can donate to the library (Essex County community foundation in MA – good example)
- Annual appeal for library/friends

Carolyn provided us with a copy of the the Gates foundation to show different project which the library could be involved.

We discussed whether to have Carolyn prepare another grant application. She estimates that it would take up to 4 hours to prepare a third application.

Grant for Lego League team – Carolyn mentioned that BAE does hardship grants for Lego teams. Corinne will provide her with the information to get the grant completed and sent in. Carolyn was paid \$1025 for her services from the trustee account.

Carolyn Singer left at 8:40.

Inheritance:

Given the discussion with John Kochmor, Doug Fyffe made a motion to invest the fund in the amount of \$47,266.44 in a trust entitled the “Anna M. Beaudoin Book Fund” with the Trustee of the Trust Funds in their Asset Management Fund. Motion seconded by Susan Snide. Vote in favor 5-0-0.

Children Librarian Report

The theme for story times for May was “Goodbye, For Now!” The group read some Mother’s Day stories, talked about how important our Moms are and made cards and a couple of fun Mother’s Day crafts.

Mother’s Day Drop-In Craft -About 30 patrons who stopped by the library on Thursday afternoon, May 10<sup>th</sup> and made chocolate dipped pretzels decorated with mini chips, nuts and sprinkles for their Moms. They also decorated a bag to put them in and made a Mother’s Day card to accompany their yummy gift