

PLAISTOW PUBLIC LIBRARY
Special Meeting of the Board of Trustees
December 29, 2016

The Plaistow Public Library Board of Trustees held a special meeting at the Public Library on Tuesday, December 29, 2016, for the purpose of discussing monies to be encumbered, as well as language for the warrant article pertaining to the capital reserve.

Present: Catherine Willis, Chair
 James Peck, Vice Chair
 Jane Query, Treasurer
 Jennifer Kiarsis, Secretary
 Michelle Sykes, Alternate

Not Present: Luann Blair
 Rosemarie Bayek, Alternate

Others Present: Cab Vinton, Director

Catherine Willis called the meeting of the Board of Trustees to order at 10:49 am.

Jim Peck presented a document which explained the unexpended budget and encumbered amount for fiscal year 2016. There was a question asked by Michelle Sykes regarding the cost of computers for the Children's Section. Cab explained that the computers were specialized, not internet accessible, and were loaded with applications suitable for young children. There was further discussion regarding the amounts being encumbered and the capital reserve amount.

Motion to return \$765.39 to the Town as unexpended budget appropriation funds, which amount is dependent upon any further bookkeeping changes in the fiscal year, was made by Jennifer Kiarsis, seconded by Jane Query. Motion carried: Ayes 5 (Michelle Sykes voting for Luann Blair); Opposed 0; Abstentions 0.

Motion to encumber the amount of \$42,000 (\$12,000 for sprinkler system repairs, \$30,000 for HVAC anticipated expenditure repairs and balancing, said \$30,000 to be adjusted by any HVAC payments made in 2016) and return the balance of \$623.48 to the Town, was made by James Peck, seconded by Jennifer Kiarsis. Motion carried: Ayes 5 (Michelle Sykes voting for Luann Blair); Opposed 0; Abstentions 0.

Fire Chief John McArdle will be consulting with Cab and Jim on the sprinkler system early in the new year.

There will be additional input and discussion regarding the replacement of worn furniture in the adult and teen sections of the library. Michelle Sykes indicated that the Friends of the Library would be willing to contribute to any furniture purchase.

There was discussion regarding the Capital Reserve amount stated in the current Warrant Article for the Library. The BudComm has kept budgets especially tight this year because of the

Safety Complex. The general feeling was that the Town departments and the taxpayers are being very cautious. The Library budget was very reasonable and some on the Board felt that the warrant article should remain at \$65,000. There was a persuasive argument that the Library should have started the Capital Reserve long before last year, and that the Castagna Building Plan indicates that we should be requesting possibly more to “catch up”. Additional discussion about including the library in on any impact fees on new construction and/or zoning ordinances, and whether that would be a reasonable addition to encumbering monies for building repairs and building up the Capital Reserve.

Motion to reduce the warrant article for the Library Capital Reserve from \$65,000 to \$50,000 was made by Jennifer Kiarsis, seconded by Jane Query. Motion carried: Ayes 4 (Michelle Sykes voting for Luann Blair); Opposed 0; Abstentions 1 (Catherine Willis).

Adjournment: 11:55 am

Respectfully submitted,

Jennifer Kiarsis, Secretary