

**Draft - Minutes of the Haskell Free Library and Opera House  
Board of Trustees  
Wednesday, November 18, 2015**

Present: Matthew Farfan, Patricia Hunt, Tom Adams, Carole Power, Frances Bonenfant, Ross Murray, Nancy Rumery, Lynn Leimer; guests: Rick Gosselin, Phil Gosselin, Jenny Dunne

**1. Call to Order: 6:32**

**2. Approval of Minutes:** Moved and seconded to accept the October minutes with typo corrected. All in favour.

**3. Business Arising**

- a) Building Committee: The committee consisting of Tom, Frances, Rick Gosselin and Nancy has yet to meet or be formalized. It is agreed that Nancy can summon the committee as needed. First meeting called for Wednesday, December 2, 9:00 a.m. to discuss moving forward.
- b) Elevator: Matthew phoned the company three times, left messages but never received a reply. Next appointment is February. Meanwhile, the elevator will be put to bed after the November 20 show.

**4. Opera House Report**

- a) Rick will take down exterior lamp post after the show.
- b) November show: they have paid \$1800 up front.
- c) Reception line: Lynn confirms it will be phased out for security reasons, as discussed in October.
- d) Cleaning contract is expiring. No one has talked to Stacey Nicholetti yet about renewing. We are happy with her work. For a big show, like Sound of Music, it would be good to have her come between performances. Since she is paid by the hour, this should not be a problem, contract-wise, if she is agreeable.
- e) Haskell-QNEK agreement: draft distributed to trustees for study.
- f) Request for interviews: General sense of unease regarding more exposure, especially concerning border issues. Why make ourselves a target?
- g) Gofundme curtain project. While Matthew applauded the initiative, he felt it should have gone through the board first, given that this campaign is coinciding with our annual fundraising campaign. Ross noted that this could potentially appeal to a broader constituency.
- h) Schools are wanting to use Haskell, early in April. Lynn has suggested May dates but has not heard back.
- i) OH Manager's contract renewal. **Motion:** moved and seconded to rehire Lynn Leimer for 2016 season with identical contract as 2015. All in favor.

**5. Library Report**

- a) Internet Use Policy. **Motion:** Moved and seconded to adopt the Internet Use Policy as presented. All in favor.
- b) Nancy feels, after the latest event, the Frontier Animal Society auction has outgrown the venue. It was standing-room only in the foyer, with organizers bringing in chairs from the Children's Room. Suggestions include moving it to the Opera House during

warmer months or limiting the number of people, selling tickets. Nancy to have a post-mortem to discuss options. Nancy has been charging \$30 per hour for 6.5 hours and volunteering her time. After discussion, trustees agree that the local, non-profit rate should be \$35/hour with a \$100 setup fee. [Note: In January 2015, the board passed the following motion: "Moved that rental of the Haskell Free Library Reading be as follows: \$300 hour for the first two hours and \$100 for each additional hour, with negotiable rates for community and non-profit organizations; no food in the library and all events after regular operating hours. Seconded. All in favor."]

**6. Financial report**

QNEK's has already paid its rent for 2016 (see OH Report). This should be carried over to 2016 financials; enter as a current liability for 2015 and reverse it in the new year.

**Motion:** Moved and seconded to accept the October financial report as presented. All in favor.

a) Budget. **Motion:** Moved and seconded to accept the budget as amended (\$130,000 payroll expense). All in favor.

**7. Fundraising letter update:** Thanks to Nancy and volunteers for stuffing and sorting. To date, \$3830 has come in.

Ross submitted the application for Stanstead; Matthew did Ogden, Stanstead East, Stanstead Township but did not apply to Barnston West because their \$50 donation with conditions is frankly ridiculous. We have received the current year's contribution from Holland and Town of Derby but nothing yet from Derby Line. Signatures for Derby (2016) are still being gathered. Lynn will put one up for Hunger Fest.

**8. Haskell-QNEK agreement:** See opera house report.

**9. Winterizing:** Discussed earlier; Fred's will check pipes, etc.

**10. 2016 budget:** Discussed with financial report.

**11. Varia**

a) Matthew has arranged an exhibition in February from Quebec Anglophone Heritage Network (QAHN) for the Reading Room.

b) Ann-Marie Boushel cannot remain on the board. The board acknowledges her contribution and wishes her all the best. **Motion:** Moved and seconded to nominate Rick Gosselin to fill the vacant trustee seat. All in favor. Note: We will still need to replace Tom when he retires in February.

**Adjournment:** 8:12 p.m.

Next meeting Wednesday, December 16, 2015, 6:30 p.m.

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Ross Murray, Secretary