

**Draft - Minutes of the Haskell Free Library and Opera House  
Board of Trustees  
Wednesday, December 16, 2015**

Present: Matthew Farfan, Patricia Hunt, Tom Adams, Carol Power, Ross Murray, Rick Gosselin, Nancy Rumery, Lynn Leimer

**1. Call to Order: 6:31**

**2. Approval of Minutes:** Moved and seconded to accept the November minutes. All in favor.

**3. Business Arising**

a) QAHN Exhibition: will happen in March, not February.

**4. Opera House Report**

No discussion

**5. Library Report**

a) Discussion of reorganization plans, *viz.* the Reading Room will become the Children's Room and vice versa. Wall space will be reduced in the current reading room, but art can continue to be exhibited on the two main exposed walls. Granted, finding exhibitors has been a problem – just not as many artists interested. Shelving will take up some space, with book boxes on castors serving as room dividers, becoming a dynamic space but still public. In the current children's room, there is space for two tables and easy chairs. This will result in less conflict between computer users and families. Wireless in new room should not be a problem. Regarding the \$3000 estimated cost to build the book boxes, this is not in budget. Nancy suggests taking out of her book budget and then fundraising to recover the cost.

**Motion:** Proposed and seconded to authorize \$3000 out of Library Purchases to proceed with construction of 10 mobile book browsers by Cedric Journet.

**6. Financial Report**

Discussion of accounting procedures. Rick discusses setting up procedures for specific transaction. Example, QNEK underwriters donate to Haskell in trust to pay for rent. Should show as a liability, and then Sylvie should write an invoice to QNEK. Instead, we currently have a distorted portrayal of fundraising revenue because it includes what is essentially rental income. Pat and Rick will come up with procedures in conjunction with Sylvie.

**Motion:** Proposed and seconded to accept the November financials as presented. All in favor.

**7. Building Committee Report**

The committee met. Dennis Ziegler volunteered to create a framework to oversee maintenance and systems, with the building broken down into segments.

**8. Fundraising Letter Update**

Most donations have arrived, with \$9100 to date, the majority going to the Canadian foundation. We haven't yet heard from Bannerman or Browns Drug Store. Nancy recently learned from one of our donors that people can give to the foundation online. One of our donors pointed it out. We need to know when (if ever) this happens. Ross to call Rejean Galvin to get this straightened out.

**9. Haskell-QNEK Agreement**

Discussion of agreement, specifically regarding rental and payment of staff. Matthew mentions concerns about conflict of interest with the opera house director and QNEK manager being one and the same. Rick to update copy based on discussion and to be reviewed again in January.

**10. Winterizing:** Taken care of.

**11. Selby Trust:** Reclassification of trust retroactive to 2013 (IROC era) has resulted in an extra dividend of \$5237 paid in December.

**12. Google promotion:** This has fallen through.

**13. Varia:** Discussion of Canada/U.S exchange on the dollar and payments.

**14. Adjourned:** 8:15 p.m.

Next meeting Wednesday, January 20, 2016

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Ross Murray, Secretary