

APPROVED

June 5, 2019
East Kingston Public Library
Board of Trustees Special Meeting

In Attendance: Conrad Moses, Sarah Courchesne, Sandra Courchesne, Laura Branting, Nancy Parker, Tracy Waldron

Conrad called the meeting to order at 6:00 p.m.

Contract for Printers: Tracy presented the details of the new contract for printers from Connected Office Technology located in Portsmouth.

The contract is for two years at \$99.00 a month. The library receives a new color photocopier as well as a black and white copier for the back room. The installation costs will be waived. The fee includes ink and toner for unlimited copies as well as maintenance. The company usually will have a service person here within 2 hours and guarantees one will be here within 4 hours of a problem occurring. We will receive \$350.00 for our current equipment as trade-ins. Both Stratham and Rye have used this company and have been satisfied.

Motion to accept this contract (Nancy/Laura-2nd). All approved.

Contract for Light Replacements: Sarah presented the proposal for replacing the current library lights with LED lights. It is expected that these lights will last for 20 years.

Revision will be doing the work for a cost of \$9,869 with a rebate. The initial cost without the rebate would have been \$16,710. The cost of this work will be taken from the library's Maintenance Reserve Fund.

Motion to accept this contract (Sandy/Nancy-2nd). All approved.

Motion to adjourn this special meeting at 6:14 p.m. (Laura/Nancy-2nd). All approved.

Respectfully submitted,
Sandra G. Courchesne, Secretary