

LIBRARY TRUSTEE

MINUTES

DECEMBER 21, 2011

PRESENT: Lisa Iodice (Chair), Sue Plante, Wayne Eddy, Sara Santoro, Tess Marts, Mike Lawlor, Dianne Hathaway (Director), Patti (Staff).

Also Present: Melissa Merrifield (Friends of the Library).

Chairman Iodice called the meeting to order at 6:30 p.m.

Town HR Committee Update

Patti reported the committee met regularly until May or June of 2011. A proposal was submitted to the Board of Selectmen and the committee decided not to meet until they heard back from BOS.

Approximately one month ago, Sue Desruisseaux contacted the committee and reported the BOS came back with a proposal. Current policy for vacation time reads effective Jan 1 of each year, employees in second year of employment get 2 weeks, effective eighth year of employment, employee gets 3 weeks and 16th year of employment, employee gets four weeks. Recommendation from BOS effective January 2012. Second year of employment, employee would still receive two weeks of vacation. Instead of waiting until 8th year, at the 6th year employee would receive three weeks of vacation. Upon 10th year, employee would receive four weeks and 20th year employee would receive five weeks of vacation. Sue Plante reported they had polled all non-union employees on changes, concerns, etc. The committee prioritized the list and vacation was #1, stress reduction was #2. 52 surveys were distributed and 44 were returned. Sue reported the Trustees have always gone along with the Town's personnel plan.

T. Marts asked if this would have a negative impact on the Library's ability to staff or if there would be a financial impact.

D. Hathaway responded that they do not budget for the vacation time and that it will get more complicated to schedule vacations so that there is adequate coverage. She will work with the staff as best as possible.

Patty stated a good faith effort was brought forth and found the experience to be very positive.

NON-PUBLIC SESSION RSA 91-A:II(a) Personnel

L. Iodice moved to enter non-public session at 6:52 p.m. Seconded by T. Marts. A roll call vote was taken with all members voting in the affirmative.

A motion was made to return to public session at 7:21 p.m. with all members voting in the affirmative.

PUBLIC COMMENTS

Lia Sophia allowed The Friends of the Library to add in the Boston Children's Museum pass for six months effective as soon as possible. The plan is to renew it as it expires. A special request was received to help out with the babysitting certification this year. The cost of this program is \$85.00. The Friends offer \$40 per student up to \$400. The Board thanked The Friends for their generosity.

APPROVAL OF NOVEMBER MINUTES

Lisa Iodice's name was misspelled. Change should be made to the Next board meeting December 21. Correct Draft template for non-public meeting minutes.

T. Marts moved, seconded by S. Plante to approve the minutes as amended. M. Lawler abstained.

LIBRARY FINANCIAL REVIEW

A copy of an updated spreadsheet was provided. The roof was repaired. They had to replace approximately 40 sections of slate. The chimney is leaning, so it has not been capped and needs to be repaired in the spring.

DIRECTOR'S REPORT

Commitment with 250th committee is completed. The Nesmith Library will join GMILCS in January. Statistics look very good. The patron data base was purged on December 13, 2011. All cards that have been expired for three or more years were eliminated. There was an overwhelming demand for the Ginger Bread program. T. Marts suggested that the staff consider doing this project offsite next year. The Polar Express program provided two readings and had to turn away another 80-100. T. Marts suggested the staff look at other options for next year.

Committee Reports

A and F – No report. Budget Committee public hearing is Wednesday, January 11 at 7 p.m. at the Hieber Auditorium.

HR Committee – The Holiday Calendar was previously approved in November. A proposal was received from staff requesting they be allowed to swap President's Day to consider closing at 2 pm on Christmas Eve and Thanksgiving Eve rather than 5 p.m. Schools are open on President's Day. **T. Marts moved to implement the change for 2012. Seconded by L. Iodice. Voted unanimously in the affirmative.**

Planning and Communication – The committee met today and reviewed the goals. They will continue to work on the draft and revise the document before it is presented to the full Board. Any ideas regarding metrics or other items, please let the committee know. A copy of the draft document will be provided to the Board members.

Report on Community Meetings – Reported on throughout the entire meeting.

NEW BUSINESS

Michael York Letter – The Board agreed to send the letter to Mr. York with copies to the State Representatives regarding the reinstatement and need for the library loan van delivery service.

Annual Report Draft – T. Marts made suggestions and will send them to the Board members and the Director, who will then incorporate these changes into a second draft.

The Opera NH Program contains a program booklet where if you purchase something from Amazon, the Opera NH Program receives a small donation. Melissa agreed to explore this program for use by the Library.

ITEMS FOR THE TOWN MONTHLY EXECUTIVE REPORT

Items reviewed and approved.

ADJOURNMENT

T. Marts moved, seconded by L. Iodice to adjourn the meeting at 8:34 p.m. So voted.

Respectfully submitted,

Jo Ann Duffy