

**UNOFFICIAL
AS OF 02/20/03**

**LIBRARY TRUSTEES MINUTES
February 19, 2003**

PRESENT: Terry Pare (Chair), George Fullerton, Steve Brzozowski, Barbara Totherow, Maureen McLean, Russ Vanderhorst, Susan Osborne, Amy Lapointe (Assistant Director).

T. Pare called the meeting to order at 7:00 p.m.

ACCEPTANCE OF JANUARY 15, 2003 MINUTES

G. Fullerton moved, seconded by B. Totherow to approve the minutes as presented.

Voted unanimously in the affirmative.

TREASURER'S REPORT

The report was distributed to the board. The restricted funds were reviewed. The operating budget shows all lines in the negative because the operating budget has not yet been adopted by the Town Meeting. The Director also provided the Trustees Report, which will appear in the Annual Town Report. The status report and narrative report for 2002 for the endowment fund was also provided.

DIRECTOR'S REPORT

Building Issues

There are no building issues to be discussed this month.

Main Street Program

The next event scheduled is the St. Patrick's Day dance on March 16. A silent auction is also scheduled.

GMILCS

The 56K frame relay line will be upgraded to DSL.

Staffing and Training

There have been some illnesses. Programming has been scheduled for Bartlett School. The library is having trouble with attendance for the preschool story time at Bartlett. This program is offered on Monday evenings at 6:30 p.m. The next session will begin in March.

Friends of the Library

The Friends will be meeting on February 25 at 7:00 p.m. They will hold a program on March 25 featuring the Manchester Historical Society.

January Statistics

The January statistics were included in the Board's packet.

Bookends Column

Included in the Board's packet.

OLD BUSINESS

Bylaws Update

The second paragraph has been added to Membership to acknowledge the alternates.

G. Fullerton moved to adopt the By-Laws Plans and Policies of the Goffstown Public Library as amended. Seconded by R. Vanderhorst. Voted unanimously in the affirmative.

Personnel Committee

This will be discussed in non-public session.

Long Range Planning Committee

This matter was tabled to the next Board meeting.

Patron Behavior Policy

This matter was tabled to the next meeting.

NEW BUSINESS

Check received from United Ways of New England

\$72.20 received for fundraising efforts from the United Way.

G. Fullerton moved that the Director deposit these monies into the Charitable Account. Seconded by B. Totherow. Voted unanimously in the affirmative.

Sponsorship to the Main Street Program

The Board agreed that it was not appropriate to spend monies from library funds for the Main Street Program.

Banking Issues

The Fidelity Account needs authorization for the appropriate signatures.

B. Totherow moved to authorize the Chair and George Fullerton as signatories of this account to be sent certified mail to Fidelity. Seconded by R. Vanderhorst. Voted unanimously in the affirmative.

R. Vanderhorst moved to authorize the Chair and George Fullerton as signatories of the building and renovation fund held by the Bank of NH. Seconded by M. McLean. Voted unanimously in the affirmative.

NON-PUBLIC SESSION RSA 91- Personnel Issues:

G. Fullerton moved, seconded by B. Totherow to enter non-public session at 7:37 p.m. A roll call vote was taken with all members voting in the affirmative.

The Board reviewed the Evaluation of the Library Director, as presented by the personnel committee. The Director's goals were also reviewed.

G. Fullerton moved to authorize the personnel sub-committee to amend the evaluation and goals, as discussed in non-public session. Seconded by R. Vanderhorst. Voted unanimously in the affirmative.

PUBLIC COMMENTS

There were no members of the public present at this meeting.

ADJOURNMENT – Next Board Meeting March 19, 2002.

G. Fullerton moved, seconded by R. Vanderhorst to adjourn the meeting. So voted.

Respectfully submitted,

Jo Ann Duffy